

## BOARD MEETING NOTICE AND AGENDA

### CULVER CITY UNIFIED SCHOOL DISTRICT Regular Meeting of the Board of Education to "Conduct the District's Business in Public" CLOSED SESSION – 6:00 p.m. OPEN SESSION – 7:00 p.m.

District Office Board Room  
4034 Irving Place, Culver City, CA 90232

June 12, 2012

Persons in the audience during the meeting of the Board of Education are asked not to talk during presentations or the meeting. If conversation with another person needs to take place, please do so outside the Board Room so as not to disrupt others or the meeting. *Please make sure your cell phone is turned off or silenced at this time.*

#### PRESENTATIONS AND PUBLIC COMMENTS

Persons wishing to address the Board on any item on the agenda will be granted three (3) minutes at the time the item appears on the agenda. In the case of a non-agenda item, persons are invited to comment under "Public Recognition." In the interest of time and order, presentations from the public are limited to three (3) minutes per person. The total time for non-agenda items shall not exceed twenty (20) minutes. Prior to addressing the Board, please complete a card (located on the table at the rear entrance) and give the card to the Superintendent's Executive Assistant. Persons addressing the Board are asked to do so from the podium. Please state your name, address, and organization before making your presentation.

#### 1. CALL TO ORDER

The meeting was called to order by \_\_\_\_\_, at \_\_\_\_\_ p.m.

##### **Roll Call – Board of Trustees**

Karlo Silbiger, President  
Katherine Paspalis, Esq. Vice President  
Patricia Siever, Professor, Clerk  
Laura Chardiet, Member  
Nancy Goldberg, Member

#### 2. PUBLIC COMMENT ON CLOSED SESSION ITEMS

#### 3. RECESS TO CLOSED SESSION

- 3.1 Reinstatement of Pupil Services Case #10-11-01
- 3.2 Anticipated Litigation (Pursuant to Subdivision (b) of GC §54956.9)  
(1 Potential Case)

- 3.3 Conference Involving A Joint Powers Agency: CCUSD/City of Culver City Liaison Committee (Pursuant to GC §54956.96)  
Discussion will Concern: The Joint Use Agreement  
Patricia Jaffe and Ajay Mohindra Representing CCUSD in Attendance
- 3.4 Public Employee Discipline/Dismissal/Release (Pursuant to GC §54957)
- 3.5 Conference with Labor Negotiator (Pursuant to GC §54957.6)  
Agency Designated Representatives: Leslie Lockhart, Director of Human Resources; Ajay Mohindra, Consultant Business Services; Patricia Jaffe, Superintendent  
Employee Organizations: Culver City Federation of Teachers (CCFT) and Association of Classified Employees (ACE); Management Association of Culver City Schools (MACCS)
- 3.6 Public Appointment/Employment (Pursuant to GC §54947)  
Certificated Personnel Services Report No. 18  
Classified Personnel Services Report No. 18
- 3.7 Public Employment (Pursuant to GC §54957)  
Title: Superintendent Search

4. **ADJOURNMENT OF CLOSED SESSION**

5. **REGULAR MEETING – 7:00 p.m.**

- 5.1 Roll Call – Board of Trustees  
Karlo Silbiger, President  
Katherine Paspalis, Esq., Vice President  
Patricia Siever, Professor, Clerk  
Laura Chardiet, Member  
Nancy Goldberg, Member

5.2 Flag Salute

6. **PUBLIC ANNOUNCEMENT OF ACTIONS TAKEN BY THE BOARD IN CLOSED SESSION**

7. **PUBLIC HEARING**

- 7.1 Tier III Flexibility Transfers for 2012-2013
- 7.2 Petition from Innovatory School for Professional Youth

8. **ADOPTION OF AGENDA**

Recommendation is made that the agenda be adopted as submitted.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

Vote \_\_\_\_\_

9. **CONSENT AGENDA**

All matters listed under the Consent Agenda are those on which the Board has previously deliberated or that can be classified as routine items of business. An Administrative Recommendation on each item is contained in the agenda supplements. There will be no separate discussions of these items prior to the time the Board of Trustees votes on the motion unless members of the Board, staff, or public request specific items to be discussed or pulled from the Consent Items.

- 9.1 Approval is Recommended for the Minutes of Special Meeting – April 17, 2012
- 9.2 Approval is Recommended for Purchase Orders
- 9.3 Approval is Recommended for Acceptance of Gifts - Donations
- 9.4 Approval is Recommended for the Certificated Personnel Reports No. 18
- 9.5 Approval is Recommended for the Classified Personnel Reports No. 18
- 9.6 Approval is Recommended for Jon Pearson, CCMS Principal, to Attend the Schools to Watch Conference and Awards Ceremony in Washington, DC, June 20-23, 2012
- 9.7 Approval is Recommended for CCHS Boys Varsity Lacrosse Team to Attend Team Building Weekend in Frazier Park, California June 15-17, 2012
- 9.8 Approval is Recommended for the Carl D. Perkins Career and Technical Education Grant for 2012-2013
- 9.9 Approval is Recommended for the 2012-2013 Designation of California Interscholastic Federation (CIF) Representatives to the Ocean League

10. **AWARDS, RECOGNITIONS AND PRESENTATIONS**

- 10.1 District English Language Advisory Committee (DELAC) Presentation – Eileen Carroll, Assistant Superintendent of Educational Services
- 10.2 Presentation by Robert Scales Regarding Robert Frost
- 10.3 Culver City Unified District Employee Retiree Recognition
- 10.4 Spotlight on Food Services

11. **PUBLIC RECOGNITION**

Public recognition is the time when members of the audience may address the Board on matters not listed on the agenda. Those persons wishing to speak should complete a Speaker's Card and submit it to the Superintendent's Executive Assistant. In the interest of time and order, presentations from the public are limited to three (3) minutes per person. The total time for non-agenda items shall not exceed twenty (20) minutes. Board members will be allotted fifteen (15) minutes to comment during this portion of the agenda. The Board of Trustees may reduce the time limit(s) if there are a large number of individuals desiring to address the Board.

- 11.1 Superintendent's Report
- 11.2 Assistant Superintendents' Reports
- 11.3 Student Representatives' Reports
- 11.4 Members of the Audience
- 11.5 Members of the Board of Education

12. **INFORMATION ITEMS**

Information items are generally included on the agenda for two reasons: to solicit reactions from the Board and the public on matters which may require Board action at a later date; and to provide information on a wide range of matters of interest to the Board and public. Comments by the public shall be limited to three (3) minutes per person and twenty (20) minutes per agenda item unless the Board, by majority vote, agrees to extend or reduce the time.

- 12.1 First Reading of New Administrative Regulation and Board Policy 5131.2, And Form E5131.2, Students – Bullying
- 12.2 First Reading of New Board Policy 4400, Use of Private Funds for Supplemental Employment

13. **RECESS (10 Minutes)**

14. **ACTION ITEMS**

This is the time of the meeting when members of the audience may address the Board on matters that are on the agenda. Those persons wishing to speak should complete a Speaker's Card and submit it to the Superintendent's Executive Assistant. Routine Board procedure on action items includes: receiving additional background information or analysis from staff; receiving comments from members of the audience; receiving additional information from the Superintendent or other resource personnel; introducing a motion on the item; taking action on the agendized item. Comments by the public will be limited to three (3) minutes per person and twenty (20) minutes per agenda item unless the Board, by majority vote, agrees to extend or reduce the time.

14.1 **Superintendent's Items**

- 14.1a Approval of 2012-2013 Board Goals and Objectives

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

- 14.1b Approval is Recommended for the 2012-2013 Board of Education Meeting Schedule

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.2 **Education Services Items**

- 14.2a Approval is Recommended for the Reinstatement of Pupils Services Case #10-11-01 to Attend Public School

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

- 14.2b Approval is Recommended for Three New CCHS Courses – Japanese II Immersion; ROP U.C. Film and Video Production 1; and ROP U.C. Media Design & Development

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.2c Second Reading and Adoption of Revised Administrative Regulation and Board Policy 5131.7, Students – Weapons and Dangerous Instruments

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

**14.3 Business Items**

14.3a Approval is Recommended for Tier III Flexibility Transfers for 2012-2013

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.3b Approval is Recommended for the Notice of Completion – Bid #192.12 – District Roofing Project

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.3c Approval is Recommended for Year-end Appropriation Transfers

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.3d Approval is Recommended for the Contract between Culver City Unified School District and Corinne Loskot Consulting, Inc.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.3e Approval is Recommended for the Feasibility Study for Robert Frost Auditorium Renovation

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.3f Approval is Recommended for the 501(c)3 Organizational Bylaws for La Ballona Education Partners

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

**14.4 Personnel Items - None**

**15. BOARD BUSINESS**

15.1 Proposal from Ultimate Resources

15.2 Discussion Regarding the Budget

**16. ADJOURNMENT**

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY. Any individual with a disability who requires reasonable accommodation to participate in a board meeting, may request assistance by contacting the Superintendent's Office at 4034 Irving Place, Culver City, CA 90232. Phone Number: (310)842-4220 Fax Number: (310)842-4205

#### FUTURE MEETINGS

June 26 – 7:00 p.m. – Regular Public Meeting, (6:00 p.m. Closed Session), City Hall (Chambers), 9770 Culver Blvd.  
July 10 – 7:00 p.m. – Regular Public Meeting, (6:00 p.m. Closed Session), District Office, 4034 Irving Place

**NOTE:** The CCUSD TIP Hotline is (310) 535-2590. Culver City Unified School District meetings are regularly scheduled for the second and fourth Tuesdays of every month. Public records related to the public session agenda, that are distributed to the Governing Board less than 72 hours before a regular meeting, may be inspected by the public at the District Office, 4034 Irving Place in Culver City during regular business hours (8:00 a.m. to 4:30 p.m.) A complete agenda is available for review in each school office and also available for pickup at the District Office. Visit the Culver City Unified School District Website at [www.ccusd.org](http://www.ccusd.org). Each school office has a suggestion box. We look forward to receiving your comments and suggestions.

**7.1 Public Hearing for Tier III Flexibility Transfers for 2012-2013**

Education Code 42605(c)(2)(A) requires that districts conduct Categorical Flexibility public hearings as a condition for receipt of funds. As a condition of receipt of funds, the governing board of the school district or board of the county office of education, as appropriate, at a regularly scheduled open public hearing shall take testimony from the public, discuss, approve or disapprove the proposed use of funding, and make explicit for each of the budget items in paragraph (2) of subdivision (a) the purposes for which the funds will be used.

Education Code § 42605(c)(2)(B), added pursuant to AB 189 (2011), requires that the Categorical Flexibility public hearing be held prior to and independent of a meeting where the governing board of the school district adopts a budget. It further requires the district to identify the programs proposed to be closed as noted below:

The regularly scheduled open public hearing held pursuant to subparagraph (A) shall be held prior to and independent of a meeting where the governing board of the school district or governing board of the county office of education adopts a budget.

If the governing board intends to close a program funded by the items listed in paragraph (2) of subdivision (a), the governing board shall identify, in the notice of the agenda of the public hearing or at another public hearing, the program or programs proposed to be closed.

**7.2 Petition from Innovatory School for Professional Youth Charter School**

The Board will hold a public hearing on the provisions of the charter, to consider the level of support for the petition by District teachers, employees and parents.

Education Code 47605(b) sets forth the process for consideration of a petition to establish a charter school and provides that within 30 days of the governing board's receipt of a charter petition, the board must hold a public hearing on the provisions of the charter proposal, at which time the governing board of the district shall consider the level of support for the petition by the teachers employed by the district, other employees of the district, and parents. The Board formally accepted the petition at the Board Meeting on May 22, 2012.

The statute further provides that the governing board must make a determination whether to grant or deny the charter petition within 60 days of its receipt of the petition.





## BOARD REPORT

6/12/12

9.2

### 9.2 PURCHASE ORDERS

The attached purchase order list is submitted to the Board of Education for ratification. No other purchase orders have been issued other than those previously approved or included in the attached list.

The intent of this report is to provide the Board of Education and the community with more definitive information relative to purchasing and disbursement of monies by fund and account.

Purchase order grand total from May 12, 2012 through June 1, 2012 is \$315,902.57.

#### BUDGET NUMBER LEGEND FOR FUNDS

01.0 general fund  
01.7 tri-city selva  
11.0 adult education fund  
12.0 child development fund  
13.0 cafeteria fund  
14.0 deferred maintenance fund  
21.0 building fund  
25.0 capital facilities fund  
40.0 redevelopment  
76.0 warrant pass-through fund  
96.0 general fixed asset account

**RECOMMENDED MOTION:** That purchase orders from May 12, 2012 through June 1, 2012 in the amount of \$315,902.57 be ratified by the Board of Education.

**Moved by:**

**Seconded by:**

**Vote:**

Report ID: LAPO009C  
 District: 64444  
 Purchase Orders/Buyouts To The Board for Ratification From :  
 Purchase Orders/Buyouts in Excess of \$1.00 To Be Ratified

**Board List Purchase Order Report**  
**CULVER CITY UNIFIED SD**

5/12/2012 To 6/1/2012

Page No. 1  
 Run Date: 06/02/2012  
 Run Time: 03:49:00AM  
 WEEKLY

PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Distrib	Amount	PO Amt
05/14/12	58169A	A		05/14/2012	SCHEFLEN SPEECH-LANGUAGE	CONTRACTED SERVICES 05/14/2012	Special Education 58169A	01.0	65000.0	57520	11360	5810	0004040	11-12		2,520.00	2,520.00
																	2,520.00
05/29/12	58243M	C		05/29/2012	EXECUTIVE ENVIRONMENTAL	CONTRACTED SERVICES 05/29/2012	Maintenance	01.0	81500.0	00000	81100	5890	0005040	11-12		2,500.00	2,500.00
																	2,500.00
05/14/12	58628M	A		05/14/2012	BATTERY SYSTEMS OF LOS ANGELES	MAINTENANCE SUPP/EQUIP 05/14/2012	Maintenance	01.0	81500.0	00000	81100	4380	0005040	11-12		412.18	412.18
																	412.18
05/14/12	58629M	A		05/14/2012	BEE PROFESSIONALS, INC.	CONTRACT SERVICES RENDERED 05/14/2012	Grounds	01.0	00000.0	00000	82000	5810	0005043	11-12		2,200.00	2,200.00
																	2,200.00
05/14/12	58631M	C		05/14/2012	EXECUTIVE ENVIRONMENTAL	RENTS/RENTALS 05/14/2012	Maintenance	01.0	81500.0	00000	81100	5630	0005040	11-12		2,564.56	2,564.56
																	2,564.56
05/17/12	58632M	A		05/17/2012	FAST DEER BUS CHARTER, INC.	TRANSPORTATION SUPP/EQUIP/SERV 05/17/2012	Operations	01.0	00000.0	00000	36000	5871	0005041	11-12		2,234.80	2,234.80
																	2,234.80
05/29/12	58633M	A		05/29/2012	DIESEL AIR FLEET SERVICE	RENTS/RENTALS 05/29/2012	Transportation/S pecial Ed 58633M	01.0	72400.0	57500	36000	5630	0005510	11-12		400.00	400.00
																	400.00
06/01/12	58634M	A		06/01/2012	E-Z RECORD	OFFICE SUPPLIES 06/01/2012	Transportation/H ome to School 58634M	01.0	72300.0	00000	36000	4350	0005500	11-12		34.81	34.81
																	34.81
05/29/12	58635M	A	1	06/01/2012	GUARD-DOGS AGGRESSIVE	MAINTENANCE SUPP/EQUIP 05/29/2012	Grounds	01.0	00000.0	00000	82000	4380	0005043	11-12		95.09	95.09
																	95.09

Stat: P=Pending, A=Active, C=Completed, X=Canceled

\* Prior Year Payments

PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Distrib Amount	PO Amt
05/24/12	58763	A		05/24/2012	BAUDVILLE, INC.	OFFICE SUPPLIES	Human Resources 58763	01.0	00000.0	00000	74000	4350	0003000	11-12	1,032.35	1,032.35
05/14/12	58809	A		05/14/2012	WIZCOM TECHNOLOGIES,	INSTRUCTIONAL SUPPLIES	Special Education 58809	01.0	33100.0	57300	11100	4310	0004040	11-12	232.56	232.56
																232.56
05/17/12	58824	A		05/17/2012	HERFF JONES, INC.	OFFICE SUPPLIES	Culver City High School 58824	01.0	07395.0	00000	27000	4350	4010000	11-12	7,000.00	7,000.00
05/14/12	58826	A		05/22/2012	CDW-G	COMPUTER SUPP/EQUIP	Adult School 58826	11.0	06390.0	41100	27000	4410	0000010	11-12	1,220.02	1,220.02
05/14/12	58827	A		05/14/2012	K-LOG, INC.	INSTRUCTIONAL SUPPLIES	Adult School 58827	11.0	06390.0	41100	10000	4310	0000010	11-12	2,103.69	2,103.69
05/14/12	58828	A		05/14/2012	OLYMPUS SYSTEMS, INC.	COMPUTER SUPP/EQUIP	Adult School 58828	11.0	06390.0	41100	27000	4410	0000010	11-12	8,047.38	8,047.38
05/14/12	58829	A		05/14/2012	CDW-G	COMPUTER SUPP/EQUIP	Adult School 58829	11.0	06390.0	41100	27000	4410	0000010	11-12	4,103.74	4,103.74
05/14/12	58830	C		05/14/2012	NATIONAL ALLIANCE OF BLACK SCHOOL	MEMBERSHIPS	Human Resources 58830	01.0	00000.0	00000	74000	5310	0003000	11-12	100.00	100.00
05/14/12	58831	A		05/14/2012	MORSE WATCHMANS, INC.	COMPUTER SUPP/EQUIP	Security 58831	01.0	00000.0	00000	83000	4400	0001050	11-12	60.75	60.75

Board List Purchase Order Report

CULVER CITY UNIFIED SD

Page No. 3

Run Date: 06/02/2012

5/12/2012 To 6/1/2012

Run Time: 03:49:00AM  
WEEKLY

Report ID: LAPO09C

District: 64444

Purchase Orders/Buyouts To The Board for Ratification From :  
Purchase Orders/Buyouts in Excess of \$1.00 To Be Ratified

Change

PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Distrib Amount	PO Amt
05/23/12	58833	A		05/23/2012	ACSA	ADVERTISING	Human Resources 58833	01.0	00000.0	00000	74000	5830	0003000	11-12	260.00	260.00
05/14/12	58834	A		05/14/2012	CDW-G	COMPUTER SUPP/EQUIP	La Ballona Elementary 58834	01.0	30100.0	11100	10000	4400	2060000	11-12	2,383.19	2,383.19
05/14/12	58835	A		05/14/2012	NCS PEARSON, INC.	INSTRUCTIONAL SUPPLIES	Linwood Howe Elementary 58835	01.0	30100.0	11100	10000	4410	2020000	11-12	1,410.00	1,410.00
05/14/12	58836	A	1	05/16/2012	HERFF JONES, INC.	GRADUATION SUPPLIES	Adult School 58836	11.0	06390.0	41100	27000	4310	0000010	11-12	146.81	146.81
05/15/12	58837	A	1	05/21/2012	APPLE INC.	COMPUTER SUPP/EQUIP	Undistributed ROP 58837	01.0	96352.0	71100	10000	4400	0000000	11-12	70,136.98	70,136.98
05/15/12	58838	X	1	05/16/2012	AVANT ASSESSMENT, LLC	INSTRUCTIONAL SUPPLIES	Special Projects 58838	01.0	58200.0	11100	10000	4310	0004030	11-12	512.50	512.50
05/15/12	58839	A		05/15/2012	BUDDY'S ALL STARS, INC.	INSTRUCTIONAL SUPPLIES	Culver City High School 58839	01.0	90151.0	16002	10000	4310	4010000	11-12	172.26	172.26
05/15/12	58840	X	1	05/16/2012	C & A JEWELRY CASTING MFG.	INSTRUCTIONAL SUPPLIES	Culver City High School 58840	01.0	90151.0	16002	10000	4310	4010000	11-12	184.88	184.88
05/17/12	58840A	A		05/17/2012	C&A ATHLETICS	INSTRUCTIONAL SUPPLIES	Culver City High School 58840A	01.0	90151.0	16002	10000	4310	4010000	11-12	184.00	184.00

Stat: P=Pending, A=Active, C=Completed, X=Canceled

\* Prior Year Payments

**Board List Purchase Order Report**

Page No. **4**

**CULVER CITY UNIFIED SD**

Run Date: **06/02/2012**

5/12/2012 To 6/1/2012

Run Time: **03:49:00AM**  
**WEEKLY**

Report ID: LAPO009C

District: 64444

Purchase Orders/Buyouts To The Board for Ratification From :  
Purchase Orders/Buyouts in Excess of \$1.00 To Be Ratified

PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Distrib	
05/15/12	58841	A	05/15/2012	05/15/2012	CALIFORNIA CUSTOM CAPS	INSTRUCTIONAL SUPPLIES 05/15/2012	Culver City High School 58841	01.0	90151.0	16002	10000	4310	4010000	11-12	169.58	
																169.58
05/15/12	58842	A	05/15/2012	05/15/2012	DICK BLICK ART MATERIALS	INSTRUCTIONAL SUPPLIES 05/15/2012	Culver City High School 58842	01.0	00000.0	16001	10000	4310	4010000	11-12	988.30	
																988.30
05/17/12	58843	A	05/17/2012	05/17/2012	FREESTYLE SALES CO	INSTRUCTIONAL SUPPLIES 05/17/2012	Culver City High School 58843	01.0	00000.0	16001	10000	4310	4010000	11-12	816.27	
																816.27
05/15/12	58844	A	05/15/2012	05/15/2012	HILLYARD	JANITORIAL SUPP/EQUIP 05/15/2012	Adult School 58844	11.0	90138.0	41100	81000	4370	0000010	11-12	1,200.00	
																1,200.00
05/15/12	58845	A	05/15/2012	05/15/2012	LAGUNA CLAY CO.	INSTRUCTIONAL SUPPLIES 05/15/2012	Adult School 58845	11.0	90138.0	41100	10000	4310	0000010	11-12	1,200.00	
																1,200.00
05/17/12	58846	A	05/17/2012	05/17/2012	MCGRW HILL CO	INSTRUCTIONAL SUPPLIES 05/17/2012	Adult School 58846	11.0	06390.0	41100	10000	4310	0000010	11-12	120.45	
																120.45
05/15/12	58847	A	05/23/2012	05/15/2012	OFFICE DEPOT	INSTRUCTIONAL SUPPLIES 05/15/2012	Adult School 58847	11.0	90138.0	41100	10000	4310	0000010	11-12	800.00	
																800.00
05/15/12	58848	A	05/15/2012	05/15/2012	OFFICE DEPOT	INSTRUCTIONAL SUPPLIES 05/15/2012	Adult School 58848	11.0	90138.0	41100	10000	4310	0000010	11-12	400.00	
																400.00
05/15/12	58849	A	05/15/2012	05/15/2012	PARVIZ PRINTING COMPANY, INC.	OFFICE SUPPLIES 05/15/2012	High School 58849	01.0	00000.0	00000	27000	4350	4010001	11-12	1,413.75	
																1,413.75

Stat: P=Pending, A=Active, C=Completed, X=Canceled

\* Prior Year Payments

**Board List Purchase Order Report**  
**CULVER CITY UNIFIED SD**

Page No. **5**

Run Date: **06/02/2012**

Run Time: **03:49:00AM**  
**WEEKLY**

Report ID: **LAPO009C**  
 District: **64444**  
 Purchase Orders/Buyouts To The Board for Ratification From : **5/12/2012 To 6/1/2012**  
 Purchase Orders/Buyouts in Excess of \$1.00 To Be Ratified

PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Distrib	Amount	PO Amt
05/15/12	58850	A		05/15/2012	PROMOTE MARKETING	OFFICE SUPPLIES	High School	01.0	00000.0	00000	27000	4350	4010001	11-12		227.50	
05/15/2012					PROMOTE MARKETING CONCEPTS INC.		58850									227.50	
05/15/12	58851	A		05/15/2012	SMART & FINAL	OFFICE SUPPLIES	Adult School	11.0	90138.0	41100	10000	4350	0000010	11-12		1,300.00	
05/15/2012					SMART & FINAL		58851									1,300.00	
05/15/12	58852	A	1	05/23/2012	SOUTHWEST SCHOOL SUPPLY	INSTRUCTIONAL SUPPLIES	Adult School	11.0	90138.0	41100	10000	4310	0000010	11-12		5,800.00	
05/15/2012					SOUTHWEST SCHOOL SUPPLY		58852									5,800.00	
05/15/12	58853	C	1	05/16/2012	STAR ECO STATION	TICKETS AND RESERVATIONS	Office of Child Development	12.0	61052.0	85000	10000	5816	0000002	11-12		165.00	
05/15/2012					STAR ECO STATION		58853									165.00	
05/15/12	58854	A		05/15/2012	THINKING MAPS, INC.	INSTRUCTIONAL SUPPLIES	Special Projects	01.0	58200.0	11100	10000	4310	0004030	11-12		2,438.44	
05/15/2012					THINKING MAPS, INC.		58854									2,438.44	
05/15/12	58855	A		05/15/2012	WALT DISNEY STUDIOS MOTION	FIELD TRIPS	Office of Child Development	12.0	61052.0	85000	10000	5816	0000002	11-12		840.00	
05/15/2012					WALT DISNEY STUDIOS MOTION PICTURES		58855									840.00	
05/16/12	58856	A		05/16/2012	C&A ATHLETICS	INSTRUCTIONAL SUPPLIES	Culver City High School	01.0	90151.0	16002	10000	4310	4010000	11-12		123.69	
05/16/2012					C&A ATHLETICS		58856									123.69	
05/16/12	58857	A		05/16/2012	SYSTEM ONE BUSINESS	OFFICE SUPPLIES	Purchasing	01.0	00000.0	00000	73000	4350	0005030	11-12		3,678.31	
05/16/2012					SYSTEM ONE BUSINESS PRODUCTS, INC.		58857									3,678.31	
05/22/12	58858	A		05/22/2012	CULVER CITY UNIFIED SCHOOL	ADVERTISING	Adult School	11.0	90138.0	41100	27000	5830	0000010	11-12		500.00	
05/22/2012					CULVER CITY UNIFIED SCHOOL DISTRICT		58858									500.00	
05/22/12	58859	A		05/23/2012	MARSH MEDIA	INSTRUCTIONAL SUPPLIES	District Curriculum	01.0	00000.0	00000	21000	4310	0004010	11-12		1,614.72	
05/22/2012					MARSH MEDIA											1,614.72	

\* Prior Year Payments

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PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Distrib	Amount	PO Amt
							58859	MARSH MEDIA								1,614.72	
05/21/12	58860	A		05/21/2012	OFFICE DEPOT	INSTRUCTIONAL SUPPLIES	Culver City High School 58860	01.0	07395.0	11100	10000	4310	4010000	11-12		2,929.03	
05/21/2012							58860	OFFICE DEPOT								2,929.03	
05/21/12	58861	A		05/21/2012	GOODMAN & ASSOCIATES	INSTRUCTIONAL SUPPLIES	Culver City High School 58861	01.0	07395.0	11100	10000	4310	4010000	11-12		7,251.89	
05/21/2012							58861	GOODMAN & ASSOCIATES								7,251.89	
05/21/12	58862	A		05/21/2012	CDW-G	COMPUTER SUPP/EQUIP	Culver City High School 58862	01.0	07395.0	11100	10000	4310	4010000	11-12		89.10	
05/21/2012							58862	CDW-G								89.10	
05/21/12	58863	A	1	05/23/2012	ORIENTAL TRADING CO., INC.	INSTRUCTIONAL SUPPLIES	La Ballona 58863	01.0	00000.0	00000	27000	4310	2060001	11-12		85.40	
05/21/2012							58863	ORIENTAL TRADING CO., INC.								85.40	
05/18/12	58864	A		05/18/2012	BUDDY'S ALL STARS, INC.	INSTRUCTIONAL SUPPLIES	Culver City High School 58864	01.0	90151.0	16002	10000	4310	4010000	11-12		7,545.18	
05/18/2012							58864	BUDDY'S ALL STARS, INC.								7,545.18	
05/22/12	58865	A		05/22/2012	HENRY SCHEIN, INC.	NURSING SUPP/EQUIP	Human Resources 58865	01.0	00000.0	00000	74000	5860	0003000	11-12		560.62	
05/22/2012							58865	HENRY SCHEIN, INC.								560.62	
05/21/12	58866	A		05/21/2012	WALT DISNEY STUDIOS MOTION	FIELD TRIPS	Office of Child Development 58866	12.0	50250.0	85000	10000	5816	0000002	11-12		1,956.00	
05/21/2012							58866	WALT DISNEY STUDIOS MOTION PICTURES								1,956.00	
05/21/12	58867	A		05/21/2012	LOS ANGELES ZOO AND BOTANICAL	FIELD TRIPS	Office of Child Development 58867	12.0	50253.0	85000	10000	5816	0000002	11-12		309.00	
05/21/2012							58867	LOS ANGELES ZOO AND BOTANICAL GARDENS								309.00	
05/21/12	58868	A		05/21/2012	GOODMAN & ASSOCIATES	INSTRUCTIONAL SUPPLIES	Culver City High School 58868	01.0	35500.0	11100	10000	4310	4010000	11-12		790.18	
05/21/2012							58868	GOODMAN & ASSOCIATES								790.18	



**Board List Purchase Order Report**  
**CULVER CITY UNIFIED SD**

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Report ID: LAPO009C

District: 64444

Purchase Orders/Buyouts To The Board for Ratification From :  
 Purchase Orders/Buyouts in Excess of \$1.00 To Be Ratified

PO Date	PO #	Stat	Ord#	Date	Vendor Name	Change	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Distrib	Amount	PO Amt
05/21/12	58868				GOODMAN & ASSOCIATES												790.18	
05/21/12	58869	C		05/21/2012	MUSEUM OF THE AMERICAN WEST		FIELD TRIPS	Linwood Howe Elementary 58869	01.0	91400.0	11100	10000	5816	2020000	11-12		81.00	
05/21/2012					MUSEUM OF THE AMERICAN WEST												81.00	
05/21/12	58870	A		05/21/2012	NASCO MODESTO		INSTRUCTIONAL SUPPLIES	Culver City High School	01.0	35500.0	11100	10000	4310	4010000	11-12		9,311.71	
05/21/2012					NASCO MODESTO												9,599.70	
05/21/12	58871	C		05/21/2012	GUIDED DISCOVERIES		FIELD TRIPS	Gate Field Trips	01.0	91400.0	11100	10000	5816	3017140	11-12		6,627.50	
05/21/2012					GUIDED DISCOVERIES												6,627.50	
05/22/12	58873	A		05/22/2012	PEAP		INSTRUCTIONAL SUPPLIES	La Ballona Elementary 58873	01.0	30100.0	00000	21000	4310	2060000	11-12		53.78	
05/22/2012					PEAP												53.78	
05/22/12	58874	A	1	05/23/2012	CHRISTY WHITE ACCOUNTANCY		AUDIT SERVICES	Business Services 58874	01.0	00000.0	00000	73000	5820	0005000	11-12		18,821.25	
05/22/2012					CHRISTY WHITE ACCOUNTANCY CORPORATION												18,821.25	
05/23/12	58875	A		05/23/2012	CLYDE S. MURLEY		CONTRACTED SERVICES	Undistributed BUS SVCS 58875	21.0	00000.0	00000	85000	6210	0000000	11-12		68,000.00	
05/23/2012					CLYDE S. MURLEY												68,000.00	
05/23/12	58876	A	1	05/24/2012	FREESTYLE SALES CO		INSTRUCTIONAL SUPPLIES	Culver City High School 58876	01.0	00000.0	16001	10000	4310	4010000	11-12		415.46	
05/23/2012					FREESTYLE SALES CO												415.46	
05/22/12	58914	A		05/22/2012	LECTORUM PUBLICATIONS, INC.		BOOKS	Special Projects	01.0	58200.0	11100	10000	4310	0004030	11-12		1,072.19	
05/22/2012					LECTORUM PUBLICATIONS, INC.												1,072.19	

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CULVER CITY UNIFIED SD**

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District: 64444

Purchase Orders/Buyouts To The Board for Ratification From:  
Purchase Orders/Buyouts in Excess of \$1.00 To Be Ratified

PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Distrib	Amount	PO Amt
05/23/12	58915	A		05/23/2012	ORIENTAL TRADING CO., INC.	INSTRUCTIONAL SUPPLIES 05/23/2012	Culver Park High School 58915	01.0	07395.0	32000	10000	4310	5010000	11-12		99.70	99.70
					ORIENTAL TRADING CO., INC.												
05/23/12	58917	A		05/24/2012	LOS ANGELES PHILHARMONIC	FIELD TRIPS 05/23/2012	Youth Health Center 58917	12.0	50250.0	85000	10000	5816	0000003	11-12		1,914.00	1,914.00
					LOS ANGELES PHILHARMONIC ASSOCIATION												
05/30/12	58918	A		05/30/2012	ARNOLD TOVAR	CONTRACTED SERVICES 05/30/2012	Undistributed SELPA 58918	01.7	65000.0	50010	22000	5850	0000000	11-12		7,000.00	7,000.00
					ARNOLD TOVAR												
05/29/12	58920	A		05/29/2012	PETER LAWFORD, LAWFORD DESIGN	CONTRACTED SERVICES 05/29/2012	Undistributed ROP 58920	01.0	96352.0	71100	10000	5850	0000000	11-12		5,000.00	5,000.00
					PETER LAWFORD, LAWFORD DESIGN GROUP												
05/24/12	58921	A		05/24/2012	SETON	OFFICE SUPPLIES 05/24/2012	Purchasing 58921	01.0	00000.0	00000	73000	4350	0005030	11-12		1,052.70	1,052.70
					SETON												
05/29/12	58922	C		05/30/2012	STAR ECO STATION	FIELD TRIPS 05/29/2012	Linwood Howe Elementary 58922	01.0	91400.0	11100	10000	5816	2020000	11-12		275.00	275.00
					STAR ECO STATION												
05/29/12	58923	A		05/29/2012	LIGHTSPEED TECHNOLOGIES,	COMPUTER SUPP/EQUIP 05/29/2012	Linwood Howe Elementary 58923	01.0	91400.0	11100	10000	4410	2020000	11-12		773.86	773.86
					LIGHTSPEED TECHNOLOGIES, INC.												
05/29/12	58924	A		05/30/2012	HOME DEPOT CREDIT SERVICES	OFFICE SUPPLIES 05/29/2012	La Ballona Elementary 58924	01.0	00000.0	00000	27000	4320	2060000	11-12		1,521.41	1,521.41
					HOME DEPOT CREDIT SERVICES												
05/29/12	58925	A		05/29/2012	EZA STUDIOS, INC.	INSTRUCTIONAL SUPPLIES 05/29/2012	La Ballona Elementary 58925	01.0	00000.0	00000	27000	4320	2060000	11-12		31.62	31.62
					EZA STUDIOS, INC.												
05/29/12	58930	A		05/29/2012	ADVENTURE CITY	FIELD TRIPS	Office of Child Development	12.0	50250.0	85000	10000	5816	0000002	11-12		764.80	764.80

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05/29/12	58933	C		05/29/2012	CLARION HOTEL SPORTS COMPLEX	CONFERENCE AND TRAVEL	58933	01.0	96352.0	71100	10000	5220	0000000	11-12		1,297.70	764.80
05/29/2012								ADVENTURE CITY									
05/29/12	58934	C		05/29/2012	SKILL-SUSA CALIFORNIA,	CONFERENCE AND TRAVEL	58934	01.0	96352.0	71100	10000	5220	0000000	11-12		600.00	600.00
05/29/2012								SKILL-SUSA CALIFORNIA, TREASURER									
05/29/12	58935	A		05/29/2012	CTB/MCGRAW-HILL	COMPUTER SUPP/EQUIP	58935	11.0	06390.0	41100	27000	4410	0000010	11-12		1,889.53	1,889.53
05/29/2012								CTB/MCGRAW-HILL									
05/29/12	58936	A		05/29/2012	REDWOOD PRESS	OFFICE SUPPLIES	58936	01.0	91400.0	11100	10000	4350	2060000	11-12		330.61	330.61
05/29/2012								REDWOOD PRESS									
05/29/12	58937	A		05/29/2012	REDWOOD PRESS	OFFICE SUPPLIES	58937	01.0	91400.0	11100	10000	4350	2060000	11-12		126.16	126.16
05/29/2012								REDWOOD PRESS									
05/30/12	58938	A		05/30/2012	UHS OF PROVO CANYON	CONTRACTED SERVICES	58938	01.0	33100.0	57500	39000	5890	0004040	11-12		510.60	510.60
05/30/2012								UHS OF PROVO CANYON									
05/30/12	58939	A		05/30/2012	CDW-G	COMPUTER SUPP/EQUIP	58939	01.0	33100.0	50010	27000	4410	0004040	11-12		944.87	944.87
05/30/2012								CDW-G									
05/30/12	58940	A		05/30/2012	CAREER CRUISING	LICENSE/FEEES	58940	01.0	65200.0	57700	21000	4320	4010000	11-12		495.00	495.00
05/30/2012								CAREER CRUISING									
05/30/12	58941	A		05/30/2012	PATTY PRATT	CONTRACTED SERVICES		01.0	33100.0	57500	39000	5890	0004040	11-12		985.47	985.47

\* Prior Year Payments

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**Board List Purchase Order Report**  
**CULVER CITY UNIFIED SD**

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PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Distrib	Amount	PO Amt
05/30/2012					PATTY PRATT		58941									985.47	
05/30/12	58942	A	05/30/2012	05/30/2012	KEN-A-VISION MFG. CO., INC.	REPAIRS - OFFICE EQUIPMENT	El Rincon Elementary 58942	01.0	90127.0	11100	10000	5630	2040000	11-12		314.30	
05/30/2012					KEN-A-VISION MFG. CO., INC.		58942									314.30	
06/01/12	58943	A	06/01/2012	06/01/2012	LEE BROTHERS TRUCK BODY, INC.	REPAIRS - OTHER	Undistributed FS 58943	13.0	53100.0	00000	37000	5630	0000000	11-12		400.00	
06/01/2012					LEE BROTHERS TRUCK BODY, INC.		58943									400.00	
05/30/12	58944	A	05/30/2012	05/30/2012	VIRCO MFG CORP	OFFICE SUPPLIES	La Ballona Elementary 58944	01.0	00000.0	00000	27000	4350	2060000	11-12		1,716.21	
05/30/2012					VIRCO MFG CORP		58944									1,716.21	
05/30/12	58945	A	05/30/2012	05/30/2012	CALIFORNIA TELEPHONY, INC.	RENTS/RENTALS	Adult School	11.0	06390.0	41100	27000	5630	0000010	11-12		429.00	
05/30/2012					CALIFORNIA TELEPHONY, INC.		58945									429.00	
05/31/12	58947	A	05/31/2012	05/31/2012	CDW-G	COMPUTER SUPP/EQUIP	Technology	01.0	00000.0	00000	77000	4410	0005020	11-12		946.07	
05/31/2012					CDW-G		58947									946.07	
05/31/12	58948	A	05/31/2012	05/31/2012	FRANKLIN EDUCATIONAL	CONTRACTED SERVICES	Special Education 58948	01.0	65000.0	57520	11360	5810	0004040	11-12		1,400.00	
05/31/2012					FRANKLIN EDUCATIONAL SERVICES		58948									1,400.00	
06/01/12	58949	A	06/01/2012	06/01/2012	SCOOTER'S JUNGLE	FIELD TRIPS	Office of Child Development 58949	12.0	50253.0	85000	10000	5816	0000002	11-12		300.00	
06/01/2012					SCOOTER'S JUNGLE		58949									300.00	
06/01/12	58950	A	06/01/2012	06/01/2012	CHRISTY WHITE ACCOUNTANCY	AUDIT SERVICES	Business Services 58950	01.0	00000.0	00000	73000	5820	0005000	11-12		4,060.70	
06/01/2012					CHRISTY WHITE ACCOUNTANCY CORPORATION		58950									4,060.70	
06/01/12	58951	A	06/01/2012	06/01/2012	CBS ADVERTISING DISTRIBUTORS, LLC	INSTRUCTIONAL SUPPLIES	Undistributed SUPT'S OFF	01.0	90146.0	00000	00000	4310	0000000	11-12		855.00	

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PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Distrib	Amount	PO Amt
06/01/12	58952	A	06/01/2012	AMERICAN/FOOTHILL PUBLISHING CO.	INSTRUCTIONAL SUPPLIES	58951	Undistributed	01.0	90146.0	00000	00000	4310	00000000	11-12		1,883.00	
06/01/2012				AMERICAN/FOOTHILL PUBLISHING CO.	SUPPLIES	58952	SUPT'S OFF									1,883.00	
06/01/12	58953	A	06/01/2012	WEST PAYMENT CENTER	OFFICE SUPPLIES	58953	Superintendent's Office	01.0	00000.0	00000	71000	4350	0001000	11-12		70.69	
06/01/2012				WEST PAYMENT CENTER	SUPPLIES	58953	OFFICE									70.69	
06/01/12	58954	A	06/01/2012	LOS ANGELES PHILHARMONIC	FIELD TRIPS	58954	Office of Child Development	12.0	90284.0	85000	10000	5816	00000002	11-12		366.00	
06/01/2012				LOS ANGELES PHILHARMONIC ASSOCIATION	TRIPS	58954	DEVELOPMENT									366.00	
05/24/12	DD051712	A	1	05/30/2012	TROXELL COMMUNICATIONS	INSTRUCTIONAL SUPPLIES	DD051712	Culver City Middle School	01.0	90127.0	11100	10000	4410	3010000	11-12	10,563.98	
05/24/2012				TROXELL COMMUNICATIONS	SUPPLIES	DD051712	MIDDLE SCHOOL									10,563.98	
05/22/12	DD122012	A	05/22/2012	WARD'S NATURAL SCIENCE	INSTRUCTIONAL SUPPLIES	DD122012	Culver City Middle School	01.0	90127.0	11100	10000	4310	3010000	11-12		4,748.75	
05/22/2012				WARD'S NATURAL SCIENCE ESTABLISHMENT LLC	SUPPLIES	DD122012	MIDDLE SCHOOL									4,748.75	

Total by District : 64444      315,902.57      315,902.57

End of Report LAPO009C

**NONPUBLIC SCHOOLS:**  
 APPROVED YTD: \$3,501,363.86

**BOARD REPORT**

6/12/12  
9.3

**9.3 Approval is Recommended for Acceptance of Gifts – Donations**

Board Policy 3290 states the Governing Board may accept any bequest or gift of money or property on behalf of the District that is consistent with the District's vision and philosophy. All gifts, grants, and bequests become District property. The following items have been donated for use in the District:

<b><u>Location</u></b>	<b><u>Donor/Item(s) Donated</u></b>
Culver City High School	Eydie Desser 2 cook tops 2 gas ranges with griddles and ovens 6 brick baking stones For ROP Cooking Classes
El Marino Language School	Addison Pan 62 reams of paper 3 boxes of pencils
Office of Child Development	Addison Pan 6 packs of photo paper
CCUSD I.T. Department	Chip Netzel 1 Apple PowerMac G5 Computer 1 Apple Cinema Display Monitor 1 HP Pavilion Laptop Computer 1 Compaq Presario Laptop Computer
RECOMMENDED MOTION:	That the Board accept with appreciation the gifts listed.
Moved by:	Seconded by:
Vote:	

**BOARD REPORT**

**9.4 Financial Implication for Certificated Services Report No. 18**

Total Fiscal Impact per Funding Source:

Economic Impact Aid (EIA)	\$ 1,260.00
General Fund	\$ 219,392.75
Foreign Language Assistance Program (FLAP)	\$ 6,300.00
Kids Program – Adult School	\$ 3,052.14
Office of Child Development	\$ 1,750.00
SELPA	\$ 70,425.00

## BOARD REPORT

### 9.4 Certificated Personnel Services Report No. 18

#### I. Authorization and Ratification of Employment

- A. Principal – Culver Park Continuation High School/Independent Study and Adult School  
Effective July 2, 2012  
Funding Source: General Fund  
Total Cost: \$113,112.00

1. Montes, Veronica E.

- B. Clinical Counselor – District Office  
Effective June 18, 2012  
Funding Source: SELPA  
Total Cost: \$70,425.00

1. Khohka, Danielle L.

- C. Counselor – High School  
Effective August 15, 2012  
Funding Source: General Fund  
Total Cost: 82,372.00

1. Baker, Candice J.

- D. Temporary Teacher – Culver Park/Independent Study  
Effective May 1, 2012 through June 22, 2012 at \$73.09 per hour, not to exceed 20 hours per week  
Funding Source: General Fund  
Total Cost: \$11,694.40

1. Ruebsamen, David (retired)

- E. Extra Assignment – La Ballona, Coordinate & Organize Dual Language Program  
Effective May 23, 2012 through June 22, 2012 at \$35.00 per hour, not to exceed 6 hours  
Funding Source: Economic Impact Aid (EIA)  
Total Cost: \$210.00

1. Rosales, Susan

- F. Extra Assignment – La Ballona, Steering & Planning Committee for Dual Language Program  
Effective September 4, 2012 through June 21, 2013 at \$35.00 per hour, not to exceed 30 hours  
Funding Source: Economic Impact Aid (EIA)  
Total Cost: \$1,050.00

1. Rosales, Susan



**BOARD REPORT**

**9.4 Certificated Personnel Services Report No. 18 – Page 2**

**I. Authorization and Ratification of Employment - Continued**

G. Extra Assignment – Farragut, 50% Co-Teacher Coverage  
Effective April 17, 2012 at half daily rate of pay  
Funding Source: General Fund  
Total Cost: \$130.33

1. Noonan, Teresa

H. Extra Assignment – El Marino, Flap JIP Summer Curriculum Development Session  
Effective June 25, 2012 through June 27, 2012 at \$35.00 per hour, not to exceed  
15 hours per teacher  
Funding Source: Foreign Language Assistance Program (FLAP)-Japanese  
Total Cost: \$6,300.00

1. Ezaki, Satomi	7. Nakagawa, Kana
2. Horiba, Alice	8. Niimura, Hitomi
3. Miyagishima, Junko	9. Omuro, Mitsuko
4. Miyawaki, Tomoko	10. Sekiguchi, Saori
5. Mizuta, Naoko	11. Shiratori, Mina
6. Nagumo, Noriko	12. Yamakawa, Masakazu

I. Extra Assignment – Middle School/High School, Coverage for School Nurse  
Effective May 14, 2012 at daily per diem rate  
Funding Source: General Fund  
Total Cost: \$389.62

1. Lally-Arena, Kathleen

J. Extra Assignment – Pre-K Testing, Literacy Assessment and Curriculum Development  
Effective April 1, 2012 through June 30, 2012 at \$35.00 per hour, not to exceed 50 hours  
Funding Source: Child Development  
Total Cost: \$1,750.00

1. Orozco, Lourdes

K. Extra Assignment – Adult School, Kids' Summer Program Teachers Collaboration  
Effective June 28, 2012 at \$39.13 per hour, not to exceed 3 hours per teacher  
Funding Source: Kids Summer  
Total Cost: \$117.39

1. Bell, Monica



BOARD REPORT

9.4 Certificated Personnel Services Report No. 18 – Page 4

VI. Leaves

- |    |  |  |
|----|--|--|
| 1. | Godbey, Rebecca<br>Elementary Teacher – La Ballona | Personal Leave of Absence Without Pay<br>Effective August 29, 2012 through June 21, 2013 |
|----|--|--|

VII. Resignations

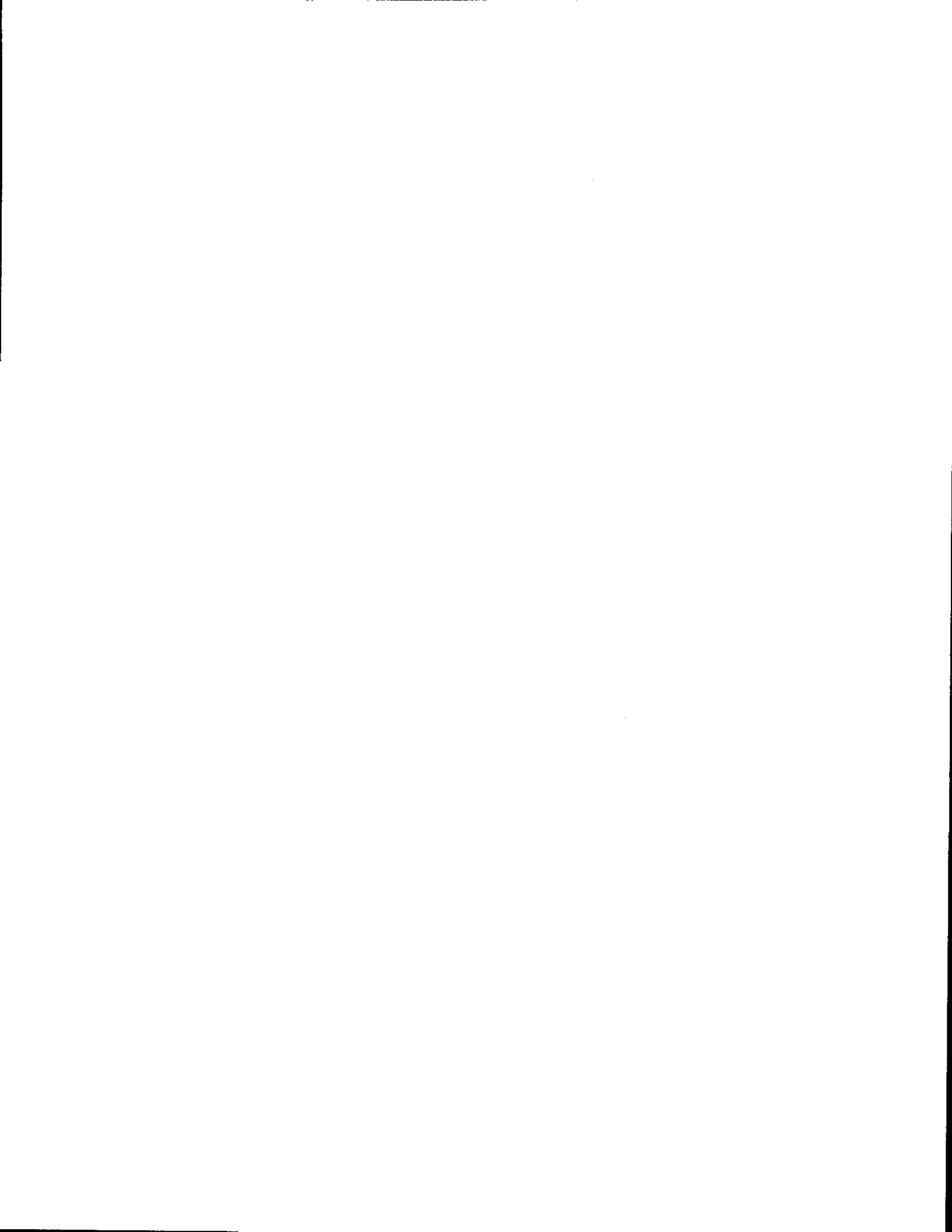
- |    |  |  |
|----|--|--|
| 1. | Caudill, Kerby<br>Elementary Teacher – Farragut    | Effective June 22, 2012<br>Reason: Personal  |
| 2. | Drummond, Ian<br>Assistant Principal – High School | Effective June 30, 2012<br>Reason: Other Job |
| 3. | Mann, Alison<br>Health Teacher – High School       | Effective June 22, 2012<br>Reason: Personal  |

RECOMMENDED MOTION:      That approval be granted for Certificated Personnel Services Report No. 18

Moved by:

Seconded by:

Vote:



**BOARD REPORT**

**9.5 Financial Impact for Classified Personnel Services Report No. 18**

Total Funding Fiscal Impact:

Adult School:	\$4,948.80
FLAP-JLP:	\$882.50
Food Services:	\$136.62
General Fund:	\$83,637.68 \$19.96 per hour, as needed \$16.45 per hour, as needed
School Improvement:	\$148.00
Tri-City SELPA:	\$38,652.00

BOARD REPORT

9.5 Classified Personnel Services Report No. 18

I. Authorization, Approval & Ratification of Employment

A. Clerical & Fiscal

1. Administrative Assistant  
District Office – SELPA Program  
8 hours per day, 12 months per year  
Funding Source: SELPA  
Effective July 1, 2012  
Range 26 – \$3221 per month  
Total Cost: \$38,652.00
2. Demitroff, Genea  
Secretary II/Bilingual  
Adult School – Summer Assignment –  
Kids Summer Program  
Not to exceed 80 hours  
Funding Source: Adult School – Kids Summer  
Effective July 16, 2012 through July 27, 2012  
Range 22 – \$22.18 per hour  
Total Cost: \$1,774.40
3. Perez, Elizabeth  
Clerk Typist II  
Adult School – Summer Assignment –  
Kids Summer Program  
Not to exceed 80 hours  
Funding Source: Adult School – Kids Summer  
Effective July 23, 2012 through August 3, 2012  
Range 17 – \$18.15 per hour  
Total Cost: \$1,452.00
4. Scott, Kelly  
Budget Secretary  
Adult School – Summer Assignment –  
Kids Summer Program  
Not to exceed 80 hours  
Funding Source: Adult School – Kids Summer  
Effective July 16, 2012 through August 3, 2012  
Range 24 – \$21.53 per hour  
Total Cost: \$1,722.40

B. Food Services

1. Pineda, Delmy  
Senior Food Service Assistant  
Food Services – Extra Assignment  
Boy Scout of America – Not to exceed 9 hours  
Funding Source: Food Services  
Effective May 19, 2012  
Range 10 – \$15.18 per hour  
Total Cost: \$136.62

BOARD REPORT

9.5 Classified Personnel Services Report No. 18– Page 2

I. Authorization, Approval & Ratification of Employment – continued

C. Instructional Assistants

1. Yanase Winterer, Mika  
Instructional Assistant – Bilingual  
Middle School – Extra Assignment  
FLAP-JLP Curriculum Development  
Not to exceed 50 hours  
Funding Source: FLAP-JLP  
Effective July 16, 2012 through  
August 24, 2012  
Range 16 – \$17.65 per hour  
Total Cost: \$882.50

D. Maintenance

1. Diaz, Mario  
Substitute Driver  
Maintenance, Operations & Transportation  
Summer School  
Not to exceed 4.5 hours per day  
Funding Source: General Fund – Special Ed  
Effective June 27, 2012 through  
August 15, 2012  
Hourly, as needed – \$16.45 per hour
2. Drayson, David  
Substitute Driver  
Maintenance, Operations & Transportation  
Summer School  
Not to exceed 4.5 hours per day  
Funding Source: General Fund – Special Ed  
Effective June 27, 2012 through  
August 15, 2012  
Hourly, as needed – \$16.45 per hour
3. Romo, Louis  
Substitute Driver  
Maintenance, Operations & Transportation  
Summer School  
Not to exceed 4.5 hours per day  
Funding Source: General Fund – Special Ed  
Effective June 27, 2012 through  
August 15, 2012  
Hourly, as needed – \$19.96 per hour

BOARD REPORT

9.5 Classified Personnel Services Report No. 18– Page 3

I. Authorization, Approval & Ratification of Employment – continued

D. Maintenance – continued

4. Wheeler, Ken
- Substitute Driver  
Maintenance, Operations & Transportation  
Summer School  
Not to exceed 4.5 hours per day  
Funding Source: General Fund – Special Ed  
Effective June 27, 2012 through  
August 15, 2012  
Hourly, as needed – \$16.45 per hour

E. Security

1. Beckham, Jim
- Security Guard  
Security – Summer Assignment  
Not to exceed 40 hours per week  
Funding Source: General Fund  
Effective July 1, 2012 through August 31, 2012  
Range 16 – \$18.18 per hour  
Total Cost: \$727.20 per week
2. Brown, Winsa
- Security Guard  
Security – Summer Assignment  
Not to exceed 40 hours per week  
Funding Source: General Fund  
Effective July 1, 2012 through August 31, 2012  
Range 16 – \$18.18 per hour  
Total Cost: \$727.20 per week
3. Knight, Chris
- Security Guard  
Security – Summer Assignment  
Not to exceed 40 hours per week  
Funding Source: General Fund  
Effective July 1, 2012 through August 31, 2012  
Range 16 – \$18.18 per hour  
Total Cost: \$727.20 per week
4. Myles, Cornell
- Security Guard  
Security – Summer Assignment  
Not to exceed 40 hours per week  
Funding Source: General Fund  
Effective July 1, 2012 through August 31, 2012  
Range 16 – \$18.18 per hour  
Total Cost: \$727.20 per week



BOARD REPORT

9.5 Classified Personnel Services Report No. 18– Page 4

I. Authorization, Approval & Ratification of Employment – continued

E. Security – continued

5. Perello, Christy Security Guard  
Security – Summer Assignment  
Not to exceed 40 hours per week  
Funding Source: General Fund  
Effective July 1, 2012 through August 31, 2012  
Range 16 – \$18.18 per hour  
Total Cost: \$727.20 per week
6. Roberson, Ray Security Guard  
Security – Summer Assignment  
Not to exceed 40 hours per week  
Funding Source: General Fund  
Effective July 1, 2012 through August 31, 2012  
Range 16 – \$18.18 per hour  
Total Cost: \$727.20 per week
7. Sargent, John Security Guard  
Security – Summer Assignment  
Not to exceed 40 hours per week  
Funding Source: General Fund  
Effective July 1, 2012 through August 31, 2012  
Range 16 – \$17.65 per hour  
Total Cost: \$706.00 per week
8. Smith, Lorie Security Guard  
Security – Summer Assignment  
Not to exceed 40 hours per week  
Funding Source: General Fund  
Effective July 1, 2012 through August 31, 2012  
Range 16 – \$17.65 per hour  
Total Cost: \$706.00 per week

F. Coaches

1. Sargent, John Temporary Softball Coach  
High School – CIF Playoffs  
Funding Source: General Fund – Athletics  
Effective May 11, 2011 through May 17, 2012  
Stipend of \$324.90

BOARD REPORT

9.5 Classified Personnel Services Report No. 18– Page 5

I. Authorization, Approval & Ratification of Employment – continued

F. Coaches – continued

2. Ayon, Jesus  
Temporary Assistant Softball Coach  
High School – CIF Playoffs  
Funding Source: General Fund – Athletics  
Effective May 11, 2012 through May 17, 2012  
Stipend of \$299.46
3. Dordoni, Nestor  
Temporary Boys' Swim Coach  
High School – CIF Playoffs  
Funding Source: General Fund – Athletics  
Effective May 7, 2012 through May 12, 2012  
Stipend of \$299.46
4. Dordoni Jr., Nestor  
Temporary Girls' Swim Coach  
High School – CIF Playoffs  
Funding Source: General Fund – Athletics  
Effective May 7, 2012 through May 12, 2012  
Stipend of \$299.46
5. Connolly, Andrew  
Temporary Assistant Baseball Coach  
High School – CIF Playoffs  
Funding Source: General Fund – Athletics  
Effective May 11, 2012 through May 22, 2012  
Stipend of \$261.84
6. Jimenez, Ryan  
Temporary Assistant Baseball Coach  
High School – CIF Playoffs  
Funding Source: General Fund – Athletics  
Effective May 11, 2012 through May 22, 2012  
Stipend of \$261.84
7. Ozaki, Ron  
Temporary Assistant Baseball Coach  
High School – CIF Playoffs  
Funding Source: General Fund – Athletics  
Effective May 11, 2012 through May 22, 2012  
Stipend of \$274.44
8. Redwine, Jarvis  
Temporary Assistant Baseball Coach  
High School – CIF Playoffs  
Funding Source: General Fund – Athletics  
Effective May 11, 2012 through May 22, 2012  
Stipend of \$261.84

BOARD REPORT

9.5 Classified Personnel Services Report No. 18- Page 6

I. Authorization, Approval & Ratification of Employment – continued

F. Coaches – continued

9. Vasquez, Diego Temporary Assistant Baseball Coach  
High School – CIF Playoffs  
Funding Source: General Fund – Athletics  
Effective May 11, 2012 through May 22, 2012  
Stipend of \$327.24

G. Noon Duty Supervisors

1. Borrego, Tamara Temporary Noon Duty Supervisor  
Farragut – Extra Assignment –  
Olweus Training  
Not to exceed 16 hours  
Funding Source: School Improvement  
Effective June 11, 2012 through June 12, 2012  
Hourly, as needed – \$9.25 per hour  
Total Cost: \$148.00

II. Authorization, Approval & Ratification of Change of Assignment

1. Jauregui, Sylvia Promotion via Classified Interviews:  
From: Secretary II  
High School  
8 hours per day, 11 months per year  
To: Purchasing Clerk/Buyer  
District Office – Business Services  
8 hours per day, 12 months per year  
Funding Source: General Fund  
Effective July 1, 2012  
Range 25 – \$3,639 per month  
Total Cost: \$43,668.00

BOARD REPORT

9.5 Classified Personnel Services Report No. 18- Page 7

II. Authorization, Approval & Ratification of Change of Assignment – continued

2. Andrews, David

Promotion via Classified Interviews:  
From: Substitute School Custodian  
Hourly, as needed  
To: School Custodian  
MOT/Farragut  
8 hours per day, 12 months per year  
Funding Source: General Fund  
Effective June 13, 2012  
Range 16 – \$2,632 per month  
Total Cost: \$31,584.00

RECOMMENDED MOTION: That approval be granted for Classified Personnel Services Report No. 18

Moved by:  
Vote:

Seconded by:

**BOARD REPORT**

6/12/12

9.6

**9.6 Approval is Recommended for Jon Pearson, CCMS Principal, to Attend the Schools to Watch Conference and Awards Ceremony in Washington, D.C., June 20-23, 2012**

Board Policy 4133 states that all out-of-state travel must have Board approval. Mr. Jon Pearson, CCMS Principal, requests approval to attend the Schools to Watch Conference and Awards Ceremony in Washington, D.C. Mr. Pearson will accept the National Forum's Schools to Watch Award on behalf of Culver City Middle School. The National Forum is a coalition of 60 organizations whose focus is to improve legislation and policy for the middle school grades.

RECOMMENDED MOTION: That the Board approve Jon Pearson, CCMS Principal, to Attend the Schools to Watch Conference and Awards Ceremony in Washington, D.C., June 20-23, 2012.

Moved by:

Seconded by:

Vote:

**BOARD REPORT**

6/12/12  
9.7

**9.7 Approval is Recommended for CCHS Boys Varsity Lacrosse Team to Attend Team Building Weekend in Frazier Park, California, June 15-17, 2012**

Board policy 6153, Field Trips, specifies that field trips or other student trip activities sponsored by the school district be approved by the Board of Education when they involve an overnight or a more extended stay by students.

Culver City High School requests permission for approximately 20 students to participate in a team building weekend in Frazier Park, California. Students will leave after school on June 15<sup>th</sup>. Students will be chaperoned by head coach Casey Chabola and parent volunteers. Costs will be paid through Boys Lacrosse Booster Club funds.

RECOMMENDED MOTION:           That the Board approve CCHS Boys Varsity Lacrosse Team to Attend Team Building Weekend in Frazier Park, California, June 15-17, 2012.

Moved by:

Seconded by:

Vote:

## BOARD REPORT

6/12/12

9.8

9.8 **Approval is Recommended for the Carl D. Perkins Career and Technical Education Grant for 2012-2013**

State and Federal regulations require Board approval of the annual submission of the Carl D. Perkins Grant application. The funds received are used to provide effective vocational education, integrate academic and occupational competencies and provide full and equitable participation in such programs for special populations.

RECOMMENDED MOTION: That the Board approves the Carl D. Perkins Career and Technical Education Grant application for 2012-2013.

Moved by:

Seconded by:

Vote:

California Department of Education (<http://www3.cde.ca.gov/pgms/prt.aspx>)  
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## Perkins Grant Management System (PGMS)

### LEA Profile

<b>Allocation Amount</b>	\$24,301.00
<b>Budgeted Amount</b>	\$24,301.00
<b>Maximum Indirect Allowable</b>	\$1,157.00
<b>Application Due Date</b>	Friday, June 01, 2012 5:00 PM
<b>Application Status</b>	Certified on 5/18/2012 4:59:35 PM

### Local Education Agency (LEA) information

#### LEA Contact Information

**LEA Name:** Culver City Unified  
**CDS Code:** 19-64444-0000000  
**Address:** 4034 Irving Pl.  
 Culver City, CA 90232-2810  
**Phone:** (310) 842-4220  
**Fax:**  
**E-mail:** [patricijaffe@ccusd.org](mailto:patricijaffe@ccusd.org)

#### Superintendent

**Name:** Patricia Jaffe

### Perkins Coordinator Information

#### Perkins Coordinator

**Name:** Kevin Kronfeld  
**Title:** Coordinator  
**Phone:** 310-842-4220  
**Fax:** 310-842-4274  
**E-mail:** [kevinkronfeld@ccusd.org](mailto:kevinkronfeld@ccusd.org)  
**Street Address:** 4034 Irving Place  
**City:** Culver City  
**State:** CA



**Zip Code:** 90232

**Perkins Coordinator Contact During Summer**

**Phone:** 310-842-4220

**E-mail:** [kevinkronfeld@ccusd.org](mailto:kevinkronfeld@ccusd.org)

**Fiscal Coordinator Information**

**Fiscal Coordinator**

**Name:** Sean Kearney

**Title:** Fiscal Cordinator

**Phone:** 310-842-4220

**Extension:** 4234

**Fax:** 310-842-4322

**E-mail:** [seankearney@ccusd.org](mailto:seankearney@ccusd.org)

**Street Address:** 4034 Irving Place

**City:** Culver City

**State:** CA

**Zip Code:** 90232

**LEA CTE Advisory Chair Information**

**Name:** Kevin Kronfeld

**E-mail:** [kevinkronfeld@ccusd.org](mailto:kevinkronfeld@ccusd.org)

**Phone:** 310-842-4220

## Section I - State Assurances and Certifications

### Certifications Sign-off

This application is a commitment to comply with the following assurances, certifications, terms, and conditions associated with the Carl D. Perkins Career and Technical Education Improvement Act of 2006.

The following Assurances, Certifications, and Grant Conditions are requirements of applicants and grantees as a condition of receiving funds. Applicants do not need to sign and return the general assurances and certification with the application; instead, they must download them, collect the appropriate signatures, and keep them on file to be available for compliance reviews, complaint investigations, or audits.

California Department of Education General Assurances (CDE-100A)  
Drug Free Workplace Certification (CDE-100DF)  
U.S. Department of Education Debarment and Suspension (ED 80-0014)  
U.S. Department of Education Lobbying (ED80-0013)  
Perkins IV Assurances and Certifications (CDE 100)  
2011-12 Grant Conditions

### Section I - LEA Sign-off Section

Other updates to the local CTE plan can be submitted in narrative form with a reference to the Local CTE Plan chapter, section, and question.

### Section I - CDE Review and Sign-off Section

Section I - Section Approved

## Section II - Representatives of Special Populations

### Representatives of Special Populations Sign-off

Section 123(b) of Perkins IV requires states to conduct annual evaluations of the progress and efforts grant recipients are making toward achieving the core indicator performance levels established for the state's CTE programs. California LEAs provide data to the CDE through the 101-E1 report in the fall and 101-E2 report in the spring, and these data are used to determine the core indicators.

This section identifies the LEA's actual performance on each of the Core Indicators of performance and indicates if the LEA has met the state-established performance targets.

Congratulations, no action is necessary on this page. Culver City Unified has met or exceeded the required target in each of the core indicators of performance and is determined to be a Compliant Agency

#### Economically Disadvantaged (Title I Coordinator)

Title I Coordinator Name: Kevin Kronfeld  
Title I Coordinator Title: Coordinator State and Federal Programs

#### Limited English Proficiency (English Learner Coordinator)

English Learner Coordinator Name: Kevin Kronfeld  
English Learner Coordinator Title: Coordinator State and Federal Programs

#### Disabled (Handicapped) (Special Education Coordinator)

Special Education Coordinator Name: Jo-Anne Cooper  
Special Education Coordinator Title: Director Special Education

#### Single Parent or Single Pregnant Women (Title IX Coordinator)

Title IX Coordinator Name: Andrew Sotelo  
Title IX Coordinator Title: Director Pupil Services

#### Gender Equity or Nontraditional Training (Title IX Coordinator)

Title IX Coordinator Name: Kevin Kronfeld  
Title IX Coordinator Title: Coordinator State and Federal Programs

### Section II - LEA Sign-off Section

As the duly authorized representative of the local educational agency applying for Carl D. Perkins Career and Technical Education Improvement Act of 2006, 2011–12 funding, I confirm that the LEA coordinators or administrators responsible for each of the programs associated with special population groups have reviewed and approved the 2011–12 Perkins IV application for funds.

### Section II - CDE Review and Sign-off Section

Section II - Section Approved

## Section III - Assessment of Career Technical Education Programs

Section 123(b) of Perkins IV requires states to conduct annual evaluations of the progress and efforts grant recipients are making toward achieving the core indicator performance levels established for the state's CTE programs. California LEAs provide data to the CDE through the 101-E1 report in the fall and 101-E2 report in the spring, and these data are used to determine the core indicators.

This section identifies the LEA's actual performance on each of the Core Indicators of performance and indicates if the LEA has met the state-established performance targets.

N/A may indicate that the LEA:

Failed to report the required data for that indicator  
Is one of the State Special Schools or California Education Authority  
Did not receive Perkins funds in the prior year and was not required to report data

If 5S1 is the only indicator showing an N/A, the LEA failed to submit the required CDE-101 E2 report

### 1S1 Academic Attainment-Reading/Language Arts

**Numerator:**

Number of 12th grade CTE concentrators who have met the proficient or advanced level on the English-language arts portion of the California High School Exit Examination (CAHSEE).

**Denominator:**

Number of 12th grade CTE concentrators.

<b>LEA Level 2007-08:</b>	50.98 %	<b>LEA Level 2008-09:</b>	39.86 %	<b>LEA Level 2010-11:</b>	63.34 %
<b>State Level 2010-11:</b>	44.50 %	<b>Required Target:</b>	40.05 %	<b>Met Target:</b>	Yes

### 1S2 Academic Attainment-Mathematics

**Numerator:**

Numerator: Number of 12th grade CTE concentrators who have met the proficient or advanced level on the mathematics portion of the CAHSEE.

**Denominator:**

Number of 12th grade CTE concentrators.

<b>LEA Level 2007-08:</b>	52.29 %	<b>LEA Level 2008-09:</b>	46.62 %	<b>LEA Level 2010-11:</b>	56.33 %
<b>State Level 2010-11:</b>	32.20 %	<b>Required Target:</b>	28.98 %	<b>Met Target:</b>	Yes

### 2S1 Technical Skill Attainment

**Numerator:**

Number of CTE concentrators enrolled in a capstone CTE course who received an 'A', 'B', or 'C' grade in the course, or received an industry-recognized certification, or passed an end of program assessment aligned with industry-recognized standards.

**Denominator:**

Number of CTE concentrators enrolled in capstone CTE courses during the reporting year.

<b>LEA Level 2007-08:</b>	94.97 %	<b>LEA Level 2008-09:</b>	96.06 %	<b>LEA Level 2010-11:</b>	95.93 %
<b>State Level 2010-11:</b>	63.44 %	<b>Required Target:</b>	57.10 %	<b>Met Target:</b>	Yes

### 3S1 Secondary School Completion

**Numerator:**

Number of 12th grade CTE concentrators who earned a high school diploma, or other state-recognized equivalent (including recognized alternative standards for individuals with disabilities).

**Denominator:**

Number of 12th grade CTE concentrators who left secondary education during the reporting year.

<b>LEA Level 2007-08:</b>	100.00 %	<b>LEA Level 2008-09:</b>	88.85 %	<b>LEA Level 2010-11:</b>	90.57 %
<b>State Level 2010-11:</b>	89.11 %	<b>Required Target:</b>	80.20 %	<b>Met Target:</b>	Yes

### 4S1 Student Graduation Rate

**Numerator:**

Number of 12th grade CTE concentrators who, in the reporting year, were included as graduated in the states computation of its graduation rate.

**Denominator:**

Number of 12th grade CTE concentrators.

<b>LEA Level 2007-08:</b>	100.00 %	<b>LEA Level 2008-09:</b>	88.85 %	<b>LEA Level 2010-11:</b>	90.57 %
<b>State Level 2010-11:</b>	84.60 %	<b>Required Target:</b>	76.14 %	<b>Met Target:</b>	Yes

### 5S1 Secondary Placement

**Numerator:**

Number of 12th grade CTE concentrators who left secondary education during the reporting year and entered postsecondary education or advanced training, military service, or employment, as reported on a survey six months following graduation.

**Denominator:**

Number of 12th grade CTE concentrators who left secondary education during the reporting year and responded to a follow-up survey.

<b>LEA Level 2007-08:</b>	96.21 %	<b>LEA Level 2008-09:</b>	97.47 %	<b>LEA Level 2010-11:</b>	98.92 %
<b>State Level 2010-11:</b>	83.33 %	<b>Required Target:</b>	75.00 %	<b>Met Target:</b>	Yes

### 6S1 Non-traditional Participation

**Numerator:**

Number of CTE participants from underrepresented gender groups who were enrolled in a program sequence that leads to employment in nontraditional fields.

**Denominator:**

Number of all CTE participants enrolled in a program sequence that leads to employment in nontraditional fields.

<b>LEA Level 2007-08:</b>	40.47 %	<b>LEA Level 2008-09:</b>	55.13 %	<b>LEA Level 2010-11:</b>	44.06 %
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**State Level 2010-11:** 27.00 % **Required Target:** 24.30 % **Met Target:** Yes

### 6S2 Non-traditional Completion

**Numerator:**

Number of CTE concentrators from underrepresented gender groups enrolled in a capstone CTE course that leads to employment in a nontraditional field who received an 'A', 'B', or 'C' grade in the course, or received an industry-recognized certification, or passed an end of program assessment aligned with industry-recognized standards.

**Denominator:**

Number of all CTE concentrators enrolled in a capstone CTE course that leads to employment in nontraditional fields.

**LEA Level 2007-08:** 45.02 % **LEA Level 2008-09:** 55.06 % **LEA Level 2010-11:** 46.70 %

**State Level 2010-11:** 19.00 % **Required Target:** 17.10 % **Met Target:** Yes

### Section III - LEA Sign-off Section

Assessment of Career Technical Education Programs section is complete and ready for CDE review.

### Section III - CDE Review and Sign-off Section

Section III - Section Approval

## Section IV - Progress Report Toward Implementing The Local CTE Plan

The implementation of each LEA's local Career Technical Education (CTE) plan directly affects the implementation of the State CTE Plan. Through the five-year duration of Perkins IV, 2008–2013, LEAs will report on the progress they have made toward implementation of their local CTE plan. This progress report is an opportunity to reflect on the goals outlined in the local CTE plan as well as noting the successes and challenges that occurred during the previous school year.

Additionally, the LEA should set measurable CTE outcomes for the next school year based on the needs of the CTE students and programs offered by the LEA and the results of the core indicator data reported in Section III.

LEA personnel must respond to the following questions:

### LEA Response

1. In the 2011-12 application (Section IV, question 3), the LEA identified at least three goals from the local CTE plan on which it would focus during the 2011–12 school year. What progress has the LEA made toward achieving those specific goals? How has the LEA improved, enhanced, or expanded CTE for students during 2011-12?

Goals and Expected Outcomes to focus on in 2011-12:

1. To increase student enrollment, recruit students within and outside district, which will provide greater diversity and opportunity to a wider student population.

- Each program strand experienced increased enrollment in 2011-12 by 10%. We currently have increased participation due to improved feeder programs, especially at Culver City Middle School. Beyond increased enrollment, our focus has begun to shift to outreach of a more diverse student population. Permit students did not markedly increase in numbers due to application denials by LAUSD.

2. To maintain and develop innovative delivery systems, including classes, workshops, and curriculum, which will expand our program's offerings.

- Our partnerships with several artists and arts organizations have provided a wider range of opportunities for our students this year. Center Theatre Group in particular provided guest artists, performances for students, art installation and exhibitions, and performance by our students at the Kirk Douglas Theatre. Music students worked with professional musicians and ensembles, including clarinetist Michael Dean, the Contra-Tiempo Dance Company, Vox Femina vocal ensemble, and the Gay Men's Chorus of Los Angeles.

3. To provide state of the art career and technical training in the arts, which will result in greater individual success in each student as they pursue their career goals in higher education, technical schools, and professional industry. Our students continue to win awards, scholarships, and acceptance into universities and professional training schools because of their work in our program. Students also have been hired in professional jobs while in our program and immediately after graduation.

4. To increase the diversity and numbers of stakeholders who provide leadership, advice, professional career models, and educational resources, which will expand students' exposure to industry professions and opportunities.

- Our partnerships continue to bring a wider range of professionals and organizations to our students. Center Theatre Group has led a speaker series for our students, which has included professional actors (including Tim Robbins), screenwriters, directors, and casting agents. Students work with artists from MOCA and have internships with LACMA and the Getty. Students have visited professional film scoring studios and worked with professional recording engineers.

5. To acquire, maintain, and update equipment, technology and training, which will allow faculty to teach with the latest and most professional resources.

- We have added new equipment, including computers, software, keyboards, mics, and other necessary materials to give our students access to the latest industry trends. Because of the recommendations of our Advisory Committee members and faculty, we are able to maintain and update technology based on industry trends.

6. To collect CCUSD testing data correlating achievement by AVPA and CTE students across all academic subject areas (including state standards and GPA).

- We have maintained high standards for our program, above the minimum expectations for Culver City HS

academic and co-curricular participation. We continue to communicate with high school and district administration and counselors to monitor student achievement. We continue to update our transcripts in order to provide a complete record of our students' work.

Accomplishments in regards to CTE and how it helped strengthen CTE program in the areas in the Perkins Plan:

#### Arts, Media, and Entertainment (Media and Design Arts) – Visual Art Program

##### Development of Programming:

- Workshops/Classes: Adobe Photoshop/Illustrator
- Maintain college course offerings, master classes, and workshops in Digital Media, Graphic Design

##### Course Collaborations:

- Center Theatre Group Sustainable Set Design Master Class
- Center Theatre Group Visual Theatre Master Class using sustainable materials
- The Museum of Contemporary Art Community Arts Program, Artist-In Residency focused on creating political poster designs, performance art documentation in digital media and photography
- "Chimera" film project collaboration with Dance and Film programs
- The J. Paul Getty Museum, Open Studio program incorporating contemporary art theory and art practices into the classroom

##### Students Designed/Coordinated/Curated Exhibitions:

- "After Dark" Teen Exhibit and Program" The Los Angeles County Museum of Art
- "Dissent" Teen Night" At The Geffen Contemporary with The Museum of Contemporary Art
- "Enzymatic" focus on political art and pluralism in association with The Museum of Contemporary Art
- Ryman Arts Exhibition, California African American Art Museum
- "JAVA Gala IV", Kirk Douglas Theatre
- Open House, Culver City High School
- Student Exhibitions throughout the community/local/regional venues

Students exhibited artwork of a multitude of techniques including digital media, multimedia, interactive installation, as well as traditional drawing/painting, graphic art, and architectural drawings: Students have won scholarships and award recognition on the regional and national levels.

- Art.Write.Now Scholastic Art and Writing Award Competition National Award Winners U.S. traveling tour exhibition
- The Armory, Scholastic Art Competition Regional Award winners including: "American Visions Award", "Gold", "Silver", and Honorable Mentions in the categories: drawing, painting, photography, mixed media, and creative writing
- Carnegie Hall, National Award Winner for creative writing/poetry "American Voices Medal" and "Silver Award"
- Congressional Art Competition
- Sister Cities International Art Competition in Washington D.C.
- Rotary Club Art Competition
- International Photo Competition sponsored by Nikon
- Club Rotario De Latinos Unidos Art Competition
- Water Is Life Art Contest
- PTSA Reflections Competition, Winners on all levels including photography and 2-D Design
- Art Exhibitions with The Museum of Contemporary Art
- Art Exhibitions with The Los Angeles County Museum of Art
- Art Exhibitions The California African American Museum
- The Armory Center for the Arts Scholastic Art Competition

Acceptance to Special Programs in Higher Education while in high school. By application recommendation, and/or portfolio acceptance only:

- The California State Summer School for the Arts, Scholarship recipients for visual art programs and creative writing
- Saturday High, Pasadena Art Center College of Design: Graphic Design Head Drawing, Scholarship Winners
- Ryman Arts Program: Advanced courses in the visual arts OTIS College of Art and Design
- Scholarship for Idyllwild Arts Academy
- West Los Angeles College: Design, Drawing, Acrylic Painting, Watercolor, Introduction to Painting
- Summer of Art, OTIS College of Art and Design
- OTIS College of Art and Design College Preparatory classes including observational drawing beginning and advanced drawing, digital imaging, photography, life drawing, media arts, digital photography/Scholarship recipients from Sony Pictures Entertainment/Irvine Foundation/OTIS College of Art and Design

Internships Students were accepted:

- The Museum of Contemporary Art Apprenticeship Program
- The Los Angeles County Museum of Art Internship Program
- The J. Paul Getty Museum Villa Teen Apprentice Program

Student Design Logos/Print Media:

- Invitations to museum exhibitions, other Academy programs and productions
- T-shirt Designs
- Poster Designs



**Community Outreach:**

- Family Sundays at The Los Angeles County Museum of Art
- Big Family Day at The Museum of Contemporary Art
- Student Docent lead tours - Los Angeles County Museum of Art
- Getty Museum Partnering for Career Day and Open Studio
- "Artwalk" tour of local art galleries
- Venice Artwalk
- HOK Architects donation for tour of Los Angeles Conservancy Architecture Tours

Fundraising/Budgeting: Academy Program, Art Sales, Summerfest, Art Auction

**Performing Arts (Production and Managerial Arts) – Music & Music Technology Program****Performances:**

- 14 football games for Marching Band and Drumline
- Winter Holiday Concert - all ensembles
- Spring Concert - all ensembles
- Spring Musical Production – Sweeney Todd (collaboration with theatre and music departments)
- String Ensemble performances in the community
- Jazz Combos – Education Foundation, Open House, Sony Pictures, private gigs
- Chamber Singers - various holiday performances (Rotary Club, Exchange Club, CCUSD functions)
- Performances at various school assemblies and pep rallies by Marching Band, Drumline, Flute Ensemble, String Ensemble, Jazz Ensemble, Jazz Combos
- Music in the Parks Festival in Orange County
- Java Gala benefit at the Kirk Douglas Theatre
- Sound tech students working on Dance Concert, Spring Concert, Java Gala, spring musical

**Ensembles:**

- Concert Choir, Concert Band, Marching Band, Drumline, String Ensemble, Percussion Ensemble, Jazz Combos

**Honors:**

- 13 students participated in the Cal. State LA Honor Band and Honor Choir in Feb. 2012
- Chamber Singers accepted to the L.A. Master Chorale High School Choir Festival, performance at Disney Hall May 4, 2012)
- PTSA Student award for composition, 2nd place in the state of California, Sara Murphy
- Performance at Music Festival – May 19, 2012

**Classes:**

- Film Scoring & Music Technology - Chris Thomas (film/TV composer)
- Jazz Combos - Dr. Tony Spano, director
- Chamber Singers – Dr. Tony Spano, director; Aaron Sim, assistant
- Percussion Ensemble and Drumline – Dr. Tony Spano, director
- String Ensemble – Dr. Tania Fleischer, director
- Music Recording and ProTools workshop – Tim Juliano (professional music recording engineer)

**Collaborations:**

- Music students working on recording and scoring with film students
- Music students compose film scores for Chimera project (dance films made by Film, Dance, and Art students in AVPA)

**Master Classes:**

- Dr. Michael Dean, clarinet
- Gay Men's Chorus of Los Angeles (master class and performance)
- Midnight Ramblers (men's vocal group from University of Rochester)

**Recording Production:**

- Sound Design
- Live vocal and instrumental recording
- Set up new studio (in conjunction with film-related work)

**2. What criteria, data, or practices are used in your district for determining improvements in career technical education programs?**

Two current music program faculty members, Chris Thomas and Tim Juliano, have continued to develop both the technical facilities and classroom curriculum to expand our film scoring/composition and music recording

programs. With materials and equipment acquired through Perkins over the past four years, we have instituted a classroom and lab situation allowing for students to be instructed as well as to work hands-on with various projects. Other music-related members have been closely involved, whether through teaching classes and workshops, to helping plan for acquisitions of appropriate materials and technical equipment. Because Mr. Thomas and Mr. Juliano are working professionals, they are constantly developing their own knowledge of the latest technology and trends in the industry.

Community arts organizations, such as Pasadena Art Center College of Design, The Museum of Contemporary Art, Los Angeles County Museum of Art, OTIS College of Art and Design, Center Theatre Group, The J. Paul Getty Museum, and their representatives close with our faculty and creative directors in developing and maintaining collaborative partnerships that provide advice, materials and resources, as well as performance/exhibition space and artist residencies.

Teachers were accepted into courses with in-depth programs to stay current in their technical skills, teaching, and professional practices including programs as: Contemporary Art Start with The Museum of Contemporary Art is a year-long commitment emphasizing a contemporary art curriculum, technologies, and arts practices; Center Theatre Group provided teacher workshops for development of curriculum; Open Studio with The J. Paul Getty Museum updates teaching curriculum by using professional art making practices with contemporary artists.

On-going communication between our advisors and creative directors allow for constant evaluation and modification of our programs to best serve the students and to keep our programs abreast of the latest updates in our fields. We have weekly meetings with the Creative Directors and regular meetings with our advisors in order to maintain up-to-date information sharing between all entities of our program.

**3. Describe the Professional Development activities provide to the CTE teachers that are specific to ensuring the teacher stays current with their own technical skills.**

The nature of the AVPA program is to identify and develop leadership ability, giving students the opportunity to not only learn in an intensive and accelerated program, but to translate those skills into leadership positions in their career fields. Students are often leaders within the Culver City High School culture, taking on positions with our Associated Student Body (ASB) organization, being chosen as a student representative on various committees and participating in professional activities in the community. We also have many students who participate in the state-wide Youth in Government program. Students are also encouraged to teach workshops and mentor younger and less experienced students. Each faculty member and Creative Director in AVPA has been committed to developing and nurturing those leadership skills in our students. Many AVPA students are requested to produce and perform in the community, often for high-profile events. The Creative Directors are directly responsible for evaluating the effectiveness of each of our programs, and they work closely with the Co-Executive Directors. The Co-Executive Directors also consult with the high school and district administration in order to coordinate our programs to meet our goals and outcomes.

Music students have been part of the Pink Elephant Music Company, the student organization for the music department in the Culver City HS Academy of Visual & Performing Arts. Students assume positions of leadership within the company. Students are also asked to lead projects, teach younger and less experienced students, and to create new and original work. There are many opportunities for students to direct student ensembles as well. Our Percussion Ensemble and Jazz Combos have been organized, rehearsed, and directed by students with professional artist mentorship. Performances outside of school or for school/district events are often coordinated by the students themselves. Outstanding leaders and performers are identified and selected for membership in various Honor Band and Choir ensembles (such as those hosted by Cal. State L.A., SCSBOA, and the L.A. Master Chorale). Students are interviewed and must audition each year for acceptance into the program. Students also mentor younger students in the district.

In addition to ongoing assessment throughout the school year, each Academy visual art student is evaluated at the beginning of each new school year and re-interviewed about their accomplishments and goals for the upcoming school year. Academy art students learn leadership skills by participating and achieving on-going art competitions, awards, and scholarship opportunities. Many Academy art students are also accepted into programs and classes on college campuses that cultivate leadership skills within the college environment. Students also are involved in internship programs which often involve formal presentations to community and district officials. Students teach and present to their peers as well. The student organization for Art, the Academy of Young Artists, have elected leaders who help propose, coordinate, and implement events and activities, including exhibitions and fundraising.

The AVPA visual art program has many alumni who return as guest speakers, visiting artists, and workshop teachers. The success of these professionals also serve as a guiding force in our ongoing evaluation and assessment of the program each year.

**4. Identify at least three measurable outcomes from the local CTE plan on which the LEA will focus in 2012-13.**

Goals and Expected Outcomes to focus on in 2012-13:

1. Increase diversity within our program, including racial, socio-economic, gender, and special needs student populations.
  - a. Work with parents and teachers to develop new outreach to various student population groups.
  - b. Develop curriculum and programming to attract a more diverse applicant pool.
  
2. To find increased funding, including grants, fundraising, in-kind donations, for faculty, supplies, and equipment. Working with the school district, the Culver City Education Foundation, and the AVPA Foundation, we need to increase overall funding for our programs to continue offering state of the art training.
  - a. In order to compensate for decreased funding, including Perkins and budget cuts at the school, district, and community college level, we must find additional sources of funding in order to maintain and expand our programs.
  - b. Partnerships with artists and arts organizations have supported many aspects of our programs. While budget cuts have affected many organizations, we will continue to work on maintaining current relationships and developing new ones.
  
3. Culver City High School is developing a new Media Arts program – AVPA is working closely with the administration to develop a plan to expand course offerings, upgrade facilities and equipment, and acquire new hardware and software appropriate to our areas of study.
  - a. Working in conjunction with the high school and ROP, we hope to develop a new partnership that would allow an increased opportunity for students both in AVPA and the general CCHS student population.
  - b. The Media Arts program will provide additional equipment, software, and resources that would be accessible to our students.

## **Section IV - CDE Review and Sign-off Section**

### **Section IV - Section Approval**

## Section V - Sequence of Courses to Be Funded

This section is used to budget expenditures for each Pathway in an Industry Sector.

### Add Program

Only those Pathways identified in an LEA's approved Local CTE Plan, or submitted in a revision to the Local Plan may be supported by Perkins IV funds.

### Program Detail

Site Name	Industry Sector	Career Pathway	Budget Amount
Across All Sites	Arts, Media & Entertainment	Media and Design Arts	\$24,301.00
<b>Total</b>			<b>\$24,301.00</b>

## Section V - CDE Review and Sign-off Section

Section V - Section Approval

Section VI - Budget and Expenditure Schedule

Object Code	At Least 85% of the grant must be spent in these areas						Not to exceed 1 of total expenditure
	(A) Instruction (Including Career Technical Student Organizations)	(B) Professional Development	(C) Curriculum Development	(D) Transportation and Child Care for Economically Disadvantaged Participants	(E) Special Populations Services	(F) Research Evaluation and Data Development	(G) Career and Academic Guidance and Counseling for Students Participating in CTE Program
1000 Certificated Salaries	\$0.00	\$2,000.00	\$750.00	\$0.00	\$0.00	\$0.00	\$0.00
2000 Classified Salaries	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3000 Employee Benefits	\$0.00	\$350.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4000 Books/Supplies	\$17,600.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00
5000 Services/Operating Expenses	\$844.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6000 Capital Outlay	\$0.00	N/A	N/A	N/A	N/A	N/A	N/A
7000 Indirect Costs	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Total</b>	<b>\$18,944.00</b>	<b>\$2,950.00</b>	<b>\$1,250.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

Section VI - Section Approved

## Section VII - Local CTE Plan Update

Applicants may update their local CTE plans annually, if necessary. This is a good time to review local CTE plan benchmarks and make adjustments to reflect progress or additions to the CTE program. This is particularly important if:

- New courses have been added to an existing program sequence.
- New sequences of courses have been developed for an existing industry sector.
- A new industry sector and the corresponding sequences of courses have been developed.

## Section VII - LEA Sign-off Section

Local CTE Plan benchmarks are reviewed to reflect progress or additions to the CTE program.

## Section VII - CDE Review and Sign-off Section

### Section VII - Section Approved

Questions: Perkins Support Team | [perkins@cde.ca.gov](mailto:perkins@cde.ca.gov) | 916-324-5706

California Department of Education  
1430 N Street  
Sacramento, CA 95814

[Web Policy](#)

**BOARD REPORT**

**9.9 Approval of 2012-2013 Designation of California Interscholastic Federation (CIF) Representatives to the Ocean League**

Each year Culver City Unified School District is required to name representatives to serve as Culver City High School's CIF Ocean League representatives. The representatives proposed for the 2012/2013 school year are Ian Drummond, CCHS Assistant Principal; and Tom Salter, CCHS Athletic Director.

**RECOMMENDED MOTION:** That the Board of Education approves the attached 2012-2013 Designation of CIF Representatives.

**Moved by:**

**Seconded by:**

**Vote:**



# CALIFORNIA INTERSCHOLASTIC FEDERATION

## 2012-2013 Designation of CIF Representatives to League

Please complete the form below for each school under your jurisdiction and **RETURN TO THE CIF SECTION OFFICE (ADDRESSES ON REVERSE SIDE)** no later than July 2, 2012.

Culver City Unified School District/Governing Board at its June 12, 2012 meeting,  
(Name of school district/governing board) (Date)

appointed the following individual(s) to serve for the 2012-2013 school year as the school's league representative:

### PHOTOCOPY THIS FORM TO LIST ADDITIONAL SCHOOL REPRESENTATIVES

NAME OF SCHOOL Culver City High School

NAME OF REPRESENTATIVE Ian Drummond POSITION Asst. Principal

ADDRESS 4401 Elenda Street CITY Culver City ZIP 90230

PHONE 310-842-4200 FAX 310-842-4302 E-MAIL iandrummond@ccusd.org

\*\*\*\*\*

NAME OF SCHOOL Culver City High School

NAME OF REPRESENTATIVE Tom Salter POSITION Athletic Director

ADDRESS 4401 Elenda Street CITY Culver City ZIP 90230

PHONE 310-842-4200 FAX 310-842-4302 E-MAIL tomsalter@ccusd.org

\*\*\*\*\*

NAME OF SCHOOL \_\_\_\_\_

NAME OF REPRESENTATIVE \_\_\_\_\_ POSITION \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_

\*\*\*\*\*

NAME OF SCHOOL \_\_\_\_\_

NAME OF REPRESENTATIVE \_\_\_\_\_ POSITION \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_

If the designated representative is not available for a given league meeting, an alternate designee of the district governing board may be sent in his/her place. **NOTE:** League representatives from public schools and private schools must be designated representatives of the school's governing boards in order to be eligible to serve on the section and state governance bodies.

Superintendent's or Principal's Name Patricia Jaffe Superintendent Signature Patricia W. Jaffe

Address 4034 Irving Place City Culver City Zip 90232

Phone 310-842-4220 x 4204 Fax 310-842-4205

**PLEASE MAIL OR FAX THIS FORM DIRECTLY TO THE CIF SECTION OFFICE. SEE REVERSE SIDE FOR CIF SECTION OFFICE ADDRESSES.**



## BOARD REPORT

6/12/12

10.1

**10.1 District English Language Advisory Committee (DELAC) Presentation – Eileen Carroll, Assistant Superintendent of Educational Services**

Ms. Eileen Carroll, Assistant Superintendent of Educational Services, will present an overview of the roles and responsibilities of DELAC members and how their input and support has positively impacted the academic progress of English Language Learners in CCUSD. DELAC members from each school site will be honored for their contribution to the families and students in CCUSD.

## BOARD REPORT

### **10.2 Presentation by Robert Scales Regarding Robert Frost**

The Board of Education approved the renovation of Robert Frost Auditorium as one of the Capital Projects. Mr. Robert Scales has been retained as the consultant for Robert Frost Auditorium. Mr. Scales has had a long career in theatrical production, he has taught at Yale, University of Washington, Banff School of the Arts, and has been the Dean of the Theater School at University of Southern California. He has also consulted on Los Angeles projects such as Disney Concert Hall and the Ahmanson Theater. Mr. Scales has met with representatives from the parent group, ACE Community, the Directors of AVPA, and a student representative to determine the issues that one faces in renovating Robert Frost Auditorium. Mr. Scales will present to you some information regarding his background, the possibilities for Robert Frost Auditorium as a revenue resource, and the need for a feasibility study.

**BOARD REPORT**

**10.3 Culver City Unified School District Employee Retiree Recognition**

The Board of Education recognizes employees on their retirement from the Culver City Unified School District. Certificates of Recognition are given to the retirees in appreciation for their years of service and dedication. Some of the honorees were also recognized at their respective sites during the Employee Recognition Celebrations on June 6, 2012 and June 13, 2012.

**BOARD REPORT**

**6/12/12  
10.4**

**10.4 Spotlight on Food Services**

Julie Garcia, Director of Food Services, will present a report on Culver City Unified School District's Food Service Department.

## BOARD REPORT

6/12/12

12.1

### 12.1 **First Reading of New Administrative Regulation and Board Policy 5131.2, and Form E5131.2, Students – Bullying**

It is recommended practice that the Board of Education regularly review Administrative Regulations/Board Policies that are significant to the operation of the District.

The new Administrative Regulation and Board Policy and Complaint Form 5131.2, Students – Bullying, fulfills the mandate of Education Code 234.1, as amended by AB 9 (Ch. 723, Statutes of 2011), that requires the Governing Board to adopt policy, effective as of July 1, 2012, prohibiting discrimination, harassment, intimidation, and bullying based on specified characteristics.

A new Administrative Regulation/Board Policy and Complaint Form 5131.2, Students – Bullying, are being presented for a first reading.

**BULLYING****Bullying – Harassment**

School behavior standards shall be coordinated district-wide, with particular attention to applying the standards for discrimination, intimidation, harassment, and bullying behavior fairly and consistently among schools at the same grade level. Schools will follow district guidelines and policies according to the Education Code and school rules pertaining to related matters such as discrimination, intimidation, harassment, bullying, suspension and expulsion.

**Definitions**

“Bullying” is defined as any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils that constitutes sexual harassment, hate violence or creates an intimidating or hostile educational environment, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:

- (A) Placing a reasonable pupil or pupils in fear of harm to that pupil’s or those pupils’ person or property.
- (B) Causing a reasonable pupil to experience a substantially detrimental effect on his or her physical or mental health.
- (C) Causing a reasonable pupil to experience a substantial interference with his or her academic performance.
- (D) Causing a reasonable pupil to experience a substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by a school.

“Cyberbullying” includes the transmission of harassing communication, direct threats, or other harmful texts, sounds, or images on the Internet, social media, or other technologies using a telephone, computer, or any wireless communication device. Cyberbullying also includes breaking into another person’s electronic account and assuming that person’s identity in order to damage that person’s reputation.

“Electronic act” is defined as the transmission of a communication, including, but not limited to, a message, text, sound, or image, or post on a social network Internet Website, by means of an electronic device, including, but not limited to, a telephone, wireless telephone or other wireless communication device, computer, or pager.

(cf. 5145.2 – Freedom of Speech/Expression)

“Reasonable pupil” is defined as a pupil, including, but not limited to, an exceptional needs pupil, who exercises care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with his or her exceptional needs. (Education Code 48900(r))

**BULLYING (Continued)**

The school district has jurisdiction to respond to bullying behavior that is related to school activity or school attendance and that occurs at any time, including, but not limited to, while on school grounds, at a school sponsored activity, while traveling to or from school, on a school bus, or during the lunch period whether on or off campus. (Education Code 48900(s))

**Indicators of Discriminating, Intimidating, Harassing, and Bullying Behavior**

- Behaviors may include, but are not limited to, the following:
  - Verbal: Hurtful name-calling, teasing, gossiping, making threats, making slurs or epithets, making rude noises, or spreading hurtful rumors.
  - Nonverbal: Posturing, making gang signs, leering, staring, stalking, destroying property, insulting or threatening notes, using graffiti or graphic images, or exhibiting inappropriate and/or threatening gestures or actions.
  - Physical: Hitting, punching, pushing, shoving, poking, kicking, tripping, strangling, hair pulling, fighting, beating, pinching, slapping, “pantsing”, biting, spitting, or destroying property.
  - Emotional (Psychological): Rejecting, terrorizing, extorting, defaming, intimidating, humiliating, blackmailing, manipulating friendships, isolating, shunning, ostracizing, using peer pressure, or rating or ranking personal characteristics.
  - Cyberbullying: Sending insulting or threatening messages by phone, e-mail, websites, or any other electronic or written communication. This policy pertains to cyberbullying that is related to school activity or attendance and is directed toward a pupil or school personnel.

**Administrative Responsibilities**

- Communicate and ensure staff, students, and parents/guardians are informed annually of the district policy and school procedures regarding discrimination, intimidation, harassment, and bullying, and all other related policies.
- Develop and incorporate anti-discrimination, anti-harassment, anti-intimidation, and anti-bullying procedures into behavior or discipline codes. Review and revise these annually, as appropriate.
- Create an environment where the school community understands that discrimination, intimidation, harassment, and bullying are inappropriate and will not be tolerated.
- Develop interventions to address discrimination, intimidation, harassment, and bullying at all levels, school-wide, classroom, and individual.
- Provide staff training to certificated and classified staff to ensure that staff is able to identify the indicators of discrimination, intimidation, harassment, and bullying and understand their individual responsibilities to appropriately intervene and report discrimination, intimidation, harassment, and bullying behavior.

**BULLYING (Continued)**

- Provide training for new staff, as needed, on identification of and response to discrimination, intimidation, harassment, and bullying as well as on the use of district adopted materials related to discrimination, intimidation, harassment, bullying and violence prevention.
- Designate a site coordinator/district committee for oversight of the anti-discrimination, anti-harassment, anti-intimidation, and anti-bullying program, including student instruction, implementation of prevention and intervention strategies, and dissemination of discrimination, intimidation, harassment, and bullying information to students, staff, and parents. The coordinator/district committee shall act as a contact for reporting incidents of discrimination, intimidation, harassment, and bullying and serve as a liaison for district-wide efforts to promote respect and a positive school climate in our schools.
- Enforce discrimination, intimidation, harassment, and bullying procedures for disciplinary action fairly and consistently per the school behavior expectations and CCUSD discipline matrixes.
- Assess or collect information from students regarding the extent of discrimination, intimidation, harassment, and bullying they witness or experience at school (e.g., anonymous survey, focus group input, or incident report analysis).

The district may provide students with instruction, in the classroom or other educational settings, that promotes effective communication and conflict resolution skills, social skills, character/values education, respect for cultural and individual differences, self-esteem development, assertiveness skills, and appropriate online behavior.

(cf. 6163.4 – Student Use of Technology)  
(cf. 6142.8 – Comprehensive Health Education)  
(cf. 6142.94 – History/Social Science Instruction)

School staff shall receive related professional development, including information about early warning signs of harassing/intimidating behaviors and effective prevention and intervention strategies.

(cf. 4131 – Staff Development)  
(cf. 4231 – Staff Development)  
(cf. 4331 – Staff Development)

**Staff Responsibilities**

- Create an environment where students understand that discrimination, intimidation, harassment, and bullying are unacceptable and will not be tolerated.
- Discuss with all students all aspects of the discrimination, intimidation, harassment, and bullying policy and strategies to prevent discrimination, intimidation, harassment, and bullying.



**BULLYING (Continued)**

- Encourage students to report discrimination, intimidation, harassment, and bullying incidents.
- Learn to recognize the indicators of discrimination, intimidation, harassment, and bullying behavior.
- Intervene immediately when safe to do so and take corrective action when discrimination, intimidation, harassment, and bullying are observed. (Education Code 2341.1)
- Understand individual responsibility not only to intervene when discrimination, intimidation, harassment, and bullying are observed, but also, to report incidents and actions to appropriate administrators, the district office, or outside agencies, as required.

**Student Responsibilities**

- Take responsibility for helping create a safe school environment.
- Do not engage in or contribute to discrimination, intimidation, harassment, and bullying behaviors, actions, or words.
- Treat everyone with respect. Be sensitive to how others might perceive your actions or words.
- Report all incidents of discrimination, intimidation, harassment, and bullying, or other verbal or physical abuse.
- Understand the discrimination, intimidation, harassment, and bullying policy and guidelines and model them for others.
- Report discrimination, intimidation, harassment, and bullying behavior directed at oneself or others to a trusted adult.
- Never engage in retaliatory behavior or ask of, encourage, or consent to anyone's taking retaliatory actions on your behalf.
- Learn ways to protect oneself from discrimination, intimidation, harassment, and bullying and how to help others who have been bullied.

**Parent Responsibilities**

- Understand, discuss, and support this policy and school rules with your child.
- Report incidents of discrimination, intimidation, harassment, and bullying to your student's teacher, counselor, principal, or principal's designee.
- Learn the warning signs that your child might be a target or perpetrator of discrimination, intimidation, harassment, or bullying.

**Responding to Discrimination, Intimidation, Harassment, and Bullying Complaints**

- The district's response to discrimination, intimidation, harassment, and bullying shall be comprehensive and involve staff, students, parents/guardians, and the community, as

## BULLYING (Continued)

appropriate, in order to address discrimination, intimidation, harassment, and bullying at all school levels.

- A complaint may be made to any site or district level staff person, as appropriate. Targets of discrimination, intimidation, harassment, or bullying are encouraged to file their complaint in writing, using the Bullying Complaint Form (E 5131.2). However, oral complaints will be accepted.
- All discrimination, intimidation, harassment, and bullying complaints shall be investigated and resolved within 15 business days of the filing of a complaint.
- The response shall:
  - Take reports of bullying seriously.
  - Provide all parties involved with assurances regarding district policies on confidentiality and non-retaliation in the complaint investigation.
  - Encourage individuals who witness discrimination, intimidation, harassment, or bullying to report such incidents per the district report procedures.
  - Obtain specific information relevant to any discrimination, intimidation, harassment, or bullying complaint such as: the date, time, location, witness(es), and whether this was an isolated incident or related to previous incidents.
  - Obtain a written statement from the complainant. If the complainant is unable to provide a written statement, school personnel shall assist in writing a statement as dictated by the complainant. It is important to note that any oral report of discrimination, intimidation, harassment, or bullying is to be considered a complaint and, as such, must be investigated.
  - Obtain a written statement from the student alleged to have committed the discriminating, intimidating, harassing, or bullying act. If the student is unable to provide a written statement, school personnel shall assist in writing a statement as dictated by the student.
  - Obtain statements from any witnesses, as appropriate.
  - Assure the student reporting discrimination, intimidation, harassment, or bullying that steps will be taken to monitor that the behavior does not continue. Provide the individual with the names of school personnel who can help if the situation continues, escalates, or arises again.
  - Determine what type of action or consequences will resolve the situation.
  - Follow the school behavior guidelines.
- Consequences for a student who commits an act of discrimination, intimidation, harassment and bullying shall be appropriate according to:
  - The nature of the behavior.
  - The developmental age of the student.
  - The student's history of problem behaviors and performance.
  - Consistent with related Board policies and schools' codes of conduct.
- Inform the parents/guardians of both the target and the child who allegedly committed the act of discrimination, intimidation, harassment, or bullying of the following:
  - The nature of the incident.

**BULLYING (Continued)**

- The results of the investigation.
- The type of action(s), consequences, and follow-up that will be taken to resolve the situation (as appropriate to ensure confidentiality).

**Discipline**

Any student who engages in bullying on school premises, or off campus in a manner that causes or is likely to cause a substantial disruption of a school activity or school attendance, shall be subject to discipline, which may include suspension or expulsion, in accordance with district policies and regulations.

(cf. 5138 – Conflict Resolution/Peer Mediation)

(cf. 5144 – Discipline)

(cf. 5144.1 – Suspension and Expulsion/Due Process)

(cf. 5144.2 – Suspension and Expulsion/Due Process – Students with Disabilities)

(cf. 6159.4 – Behavioral Interventions for Special Education Students)

**Other Considerations**

- If the student who suffered discrimination, intimidation, harassment, or bullying (or parent/guardian on behalf of the student) disagrees with the resolution of the complaint, she/he may file an appeal to the Assistant Superintendent for Educational Services. An appeal must be filed within 15 calendar days of resolution of the initial complaint.
- If the student who suffered discrimination, intimidation, harassment, or bullying (or parent/guardian on behalf of the student) disagrees with the resolution of the appeal, she/he may file a complaint in accordance with district Uniform Complaint Policy and Procedures. Students and parents/guardians are to be informed annually of the process by which they may make a report of discrimination, intimidation, harassment, or bullying or file a Uniform Complaint.
- It is important to note that discrimination, intimidation, harassment, or bullying may, at times, be part of a continuum of violence and that some discrimination, intimidation, harassment, or bullying actions can and do constitute other categories of misconduct such as sexual harassment, hate-motivated behavior, assault, or child abuse, and as such, they would violate other district policies. When discrimination, intimidation, harassment, or bullying behavior does escalate to the level of violating other district policies, district personnel are obligated to adhere to appropriate district reporting guidelines and protocols and may be required to report to one or more offices or outside agencies, as appropriate.

BULLYING (Continued)

Legal Reference:

EDUCATION CODE

200-262.4 – Prohibition of Discrimination

35181 – Governing Board policy on responsibilities of students

35291-35291.5 – Rules

48900-48925 – Suspension or expulsion

PENAL CODE

647 – Use of camera or other instrument to invade person’s privacy; misdemeanor

647.7 – Use of camera or other instrument to invade person’s privacy; punishment

653.2 – Electronic communication devices, threats to safety

UNITED STATES CODE, TITLE 47

254 – Universal service discounts (e-rate)

COURT DECISIONS

J.C. v. Beverly Hills Unified School District, (2010) 711 F. Supp. 2d 1094

Lavine v. Blaine School District, (2002) 279 F.3d 719

Management Resources:

CSBA PUBLICATIONS

Providing a Safe, Nondiscriminatory School Environment for All Students, Policy brief, April 2010

Cyberbullying: Policy Considerations for Boards, Policy Brief, July 2007

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Health Education Content Standards for California Public Schools: Kindergarten Through Grade Twelve, 2008

Bullying at School, 2003

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Dear Colleague Letter: Harassment and Bullying, October 2010

WEBSITES

CSBA: <http://www.csba.org>

California Cybersafety for Children: <http://www.cybersafety.ca.gov>

California Department of Education, Safe Schools Office: <http://www.cde.ca.gov/lr/ss>

Regulation

Reviewed: June 12, 2012

CULVER CITY UNIFIED SCHOOL DISTRICT

Culver City, California

**BULLYING**

The Governing Board recognizes the harmful effects of bullying on student learning and school attendance and desires to provide safe school environments that protect students from physical and emotional harm. District employees shall establish student safety as a high priority and shall not tolerate bullying of any student.

No student or group of students shall, through physical, written, verbal, or other means, harass, sexually harass, threaten, intimidate, cyberbully, cause bodily injury to, or commit hate violence against any other student or school personnel.

(cf. 5131 – Conduct)

(cf. 5136 – Gangs)

(cf. 5145.3 – Nondiscrimination/Harassment)

(cf. 5145.7 – Sexual Harassment)

(cf. 5145.9 – Hate-Motivated Behavior)

**Bullying/Harassment**

The Board of Education affirms the right of every student to attend a school that is safe and secure. Therefore, the district, schools, students, parents/guardians and community have an obligation to promote mutual respect and safe, harmonious relations that support dignity and equality. To that end, the district has in place policies, procedures, and practices that are designed to reduce and eliminate discrimination, intimidation, harassment, and bullying as well as processes and procedures to address incidents of discrimination, intimidation, harassment, and bullying when they occur.

These policies and procedures must be disseminated annually to staff, students, and parents/guardians. These policies shall be publicized to students, parents, employees, agents of the governing board, and the general public.

The district will not tolerate discrimination, intimidation, harassment, bullying or any behavior that infringes on the safety or well-being of students, staff, or any other persons within the district's jurisdiction whether directed at an individual or group. This includes, but is not limited to, discrimination, intimidation, harassment, and bullying based on actual or perceived characteristics and disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics. (Education Code 48900.2, 48900.3, and 48900.4)

The Board recognizes that some acts of discrimination, intimidation, harassment, and bullying may be isolated and/or unintentional incidents requiring that the school respond appropriately to the individuals committing the acts. Other acts may indicate a larger pattern of discrimination, intimidation, harassment, or bullying that require a response either at the classroom, school site, or district levels or by law enforcement officials. Consequences and appropriate remedial

**BULLYING (Continued)**

actions for a student who commits an act of discrimination, intimidation, harassment, or bullying may range from behavioral intervention and education up to and including suspension or expulsion. This policy applies to all acts related to school activity or attendance occurring within a school under the jurisdiction of the Superintendent of the district.

In addition to the grounds specified in Education Code sections 48900, sections 48900.2, 48900.3, and 48900.4 provide additional authority to discipline a pupil for conduct that amounts to bullying. (Education Code 48900, 48900.2, 48900.3 and 48900.4)

**Reporting Violations of this Policy**

The principal or principal's designee at each school shall be responsible for receiving complaints alleging violations of this policy. All staff is expected to provide appropriate supervision to enforce standards of conduct and, if they observe or become aware of discrimination, intimidation, harassment, or bullying, to immediately intervene when safe to do so, call for assistance, and report such incidents. The Board requires that staff follow district and school procedures for reporting alleged acts of bullying.

All other members of the school community, including students, parents/guardians, volunteers, and visitors, are encouraged to report any act that may be a violation of this policy. While submission of the report form is not required, the reporting party is encouraged to use the report form available from the principal of each school or at the District Office. Oral reports shall also be considered official reports. Reports may be made anonymously, but formal disciplinary action may not be based solely on an anonymous report. Prompt and reasonable investigation of alleged acts of discrimination, intimidation, harassment, or bullying is expected.

Students are expected to report all incidents of discrimination, intimidation, harassment, bullying, teasing, or other verbal or physical abuse. Any student who feels she/he is a target of such behavior should immediately contact a teacher, counselor, principal, or staff person. If the student who was bullied believes the situation has not been remedied, she/he may file a complaint in accordance with district procedures.

Students and parents are to be informed annually of the process by which they may make reports of bullying or harassment.

**Complaints and Investigation**

When a student is reported to be engaging in bullying off campus, the Superintendent or designee shall investigate and document the activity and shall identify specific facts or circumstances that explain the impact or potential impact on school activity, school attendance, or the targeted student's educational performance.

**BULLYING (Continued)**

When the circumstances involve cyberbullying, individuals with information about the activity shall be encouraged to save and print any electronic or digital messages sent to them that they feel constitute cyberbullying and to notify a teacher, the principal, or other employee so that the matter may be investigated.

If the student is using a social networking site or service that has terms of use that prohibit posting of harmful material, the Superintendent or designee also may file a complaint with the Internet site or service to have the material removed.

- (cf. 3515.4 – Recovery for Property Loss or Damage)
- (cf. 5137 – Positive School Climate)
- (cf. 5131.5 – Vandalism, Theft, and Graffiti)
- (cf. 5144.1 – Suspension and Expulsion/Due Process)
- (cf. 5144.2 – Suspension and Expulsion/Due Process – Students with Disabilities)
- (cf. 5145.3 – Nondiscrimination/Harassment)
- (cf. 5145.7 – Sexual Harassment)
- (cf. 5145.9 – Hate-Motivated Behavior)

**Legal Reference**

**EDUCATION CODE**

- 200-262.4 – Prohibition of discrimination on the basis of sex
- 48900.2 - Additional grounds for suspension or expulsion; sexual harassment
- 48900.3 - Additional grounds for suspension or expulsion; Hate Violence
- 48900.4 - Additional grounds for suspension or expulsion; harassment, threats or intimidation
- 48904 - Liability of parent/guardian for willful student misconduct
- 48980 - Notice at beginning of term

Policy

Reviewed: June 12, 2012

**CULVER CITY UNIFIED SCHOOL DISTRICT**

**Culver City, California**

*Culver City Unified School District*  
**Bullying – Cyber Bullying – Harassment**  
**Report Form**

Culver City Unified School District maintains a firm policy prohibiting all forms of bullying. Everyone is to be treated with respect and dignity. Bullying by anyone, including students, teachers, administrators or other adults will not be tolerated under any circumstances.

Definition of bullying:

- Is hurtful behavior that intends to cause harm or distress
- Usually is repeated over time
- Occurs in a relationship where there is an imbalance of power and strength

-----  
This form is sent to your school administrator, who will research your report and respond within two school days. The outcome of the investigation cannot always be shared. This report is confidential.

Your name: \_\_\_\_\_ (optional)

Please understand, without providing your contact information it may be difficult to investigate this report.

I am a:  Student  Parent/Guardian/Family Member    Your school: \_\_\_\_\_

What happened and who was involved? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_    Time: \_\_\_\_\_    Location: \_\_\_\_\_

Who was harmed by this incident? \_\_\_\_\_

Who else saw this happen? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you told anyone else about this incident?  yes  no    Who: \_\_\_\_\_ (optional)

How would you like to be contacted? \_\_\_\_\_

Ed Code – 35294 and 48900.3  
Board Policy – AR 5144.1 (e)

*Please submit completed form by hard copy or e-mail to your school site Principal.*



6/12/12  
12.2

## BOARD REPORT

### 12.2 First Reading and Approval of New Board Policy 4400, Use of Private Funds for Supplemental Employment

It is recommended practice that the Board of Education review Board Policies/Administrative Regulations that are significant to the operation of the District on a regular basis. District Administration recommends review of new Board Policy 4400, Use of Private Funds for Supplemental Employment.

# **Board Policy**

## **Use of Private Funds for Supplemental Employment**

**BP 4400**

The Board recognizes and encourages the financial support of District programs and services by private entities. The Board also recognizes that such private entities might wish to provide financial resources to allow the employment of additional personnel to supplement services to students.

As provided by law, the Board is required to manage and control all District operations and may not transfer that authority to a non-District individual or entity. This control requires that the Board hire, train, and supervise all persons employed in the District and to make all final decisions on employment and termination. Nothing in this policy shall interfere with the Board's rights and obligations.

The Board is required to ensure that all District schools are treated equally and fairly in order that all District students have equal access to District educational programs and services.

Non-District entities and individuals, and school-connected organizations shall not directly employ any individual in District schools except as specifically authorized by law and/or the Board.

The District may accept funds from outside entities or individuals for the employment of individuals to provide services to District students under the terms and conditions identified herein.

1. Prior to the employment of any person under this policy, the District and outside entity must agree on the nature of the services to be provided, the time period for such services, and the cost of compensating any individuals employed.
2. The outside entity shall provide verification of its ability to reimburse the District for all costs of employing an individual pursuant to this policy for the time period agreed-upon.
3. No agreement between the District and outside entity to employ personnel shall be for more than one school year and a new agreement shall be required each school year.
4. No agreement shall exist until the Board takes action to authorize the employment of personnel pursuant to this policy.
5. The District may terminate at any time and in its sole discretion, any agreement with an outside entity to employ personnel subject to this policy.
6. The costs of employing any individual pursuant to this policy shall be within the exclusive determination of the District, subject to collective bargaining or any other legal requirements. These costs may include but not be limited to salary, fringe benefits, statutory benefits, and appropriate employment taxes.
7. Individuals employed pursuant to this policy shall be employees of the District and shall be employed pursuant to the requirements of the Education Code.

**Use of Private Funds for Supplemental Employment**

**BP 4400 (b)**

8. The District shall be solely responsible for recruiting, hiring, supervising, evaluating, and terminating any individuals employed pursuant to this policy in cooperation with the school connected organization.
9. The District shall employ such persons under the terms and conditions required by law, including the Education Code, Labor Code, and other state and federal laws.
10. The District will negotiate to the extent required by law with the appropriate exclusive representative pursuant to the Educational Employment Relations Act (EERA; Government Code section 3540, *et seq.*).

It is not the intent or purpose of this policy to employ individuals to supplant regular District employees but rather to provide additional support to District schools and programs.

CULVER CITY UNIFIED SCHOOL DISTRICT  
Culver City, California

06/12/12  
14.1a

## BOARD REPORT

### **14.1a Approval is Recommended for the Board of Education to Adopt the Board Goals and Objectives for the 2012-2013 School year**

At the request of Board member Patricia G. Siever, Board members previously had discussions about compiling the Board's goals and objectives. The Board has now reviewed a final draft and it is hereby presented for adoption.

RECOMMENDED MOTION: That the Governing Board adopt the Goals and Objectives for the 2012-2013 School Year as presented.

Moved by:

Seconded by:

Vote:

**CULVER CITY UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
Annual Goals and Objectives  
2012-2013**

Until amended, the Culver City Board of Education will operate with the following goals:

**Budget and Resource Development**

**Goal: Continue to explore, strengthen and utilize all potential revenue streams**

➤ **Objectives**

- Expand fee-based facility usage
- Institute Transitional Kindergarten
- Capital projects
  - Complete three capital projects (Elevators, Athletic Fields, Solar)
  - Complete feasibility study for Robert Frost Auditorium
- Begin process to renew EE Parcel Tax with Citizens' Oversight Committee

**Goal: Coordinate District-wide expertise in the writing, acquisition and implementation of Federal, State and private grants**

➤ **Objectives**

- Current personnel will pursue grant opportunities
- Pursue the possibility of hiring a master grant writer to strengthen access to revenue streams

**Goal: Monitor and adjust budget priorities to maintain fiscal stability in response to the ongoing severe State/Federal education funding cuts**

➤ **Objectives**

- Collaborative and transparent budget process with community via workshops and hearings
- Board Finance Sub-committee meets with CBAC quarterly

**Goal: Coordinate with SELPA and Special Education staff to review Special Education programs and Mental Health Care programs to reduce costs**

➤ **Objectives**

- Hold SELPA Finance Committee meetings quarterly
- Increase and diversify Special Education staff to meet the needs of our Special Education students locally to reduce costs

**Goal: Comply with Education Code Section 17070.955 (Education Code Section 51224, subdivision (b) of Section 51225.3, subdivision (b) of Section 51228 and Section 52336.1) for district-wide vocational and Career Technical Education (CTE) facilities adequacy**

➤ **Objectives**

- Determine district-wide design requirements and facilities support as part of the long-range capital program planning necessary to meet the future needs of district CTE curriculum
- The design requirements shall reflect industry sectors identified in the state-adopted CTE content standards used in the District's CTE curriculum
- Periodically assess existing and planned district-wide facilities and equipment to ensure they meet the needs of the current and future Career Technical Education (CTE) curriculum
- Implement any needed capital improvements required (facilities and equipment) in new construction, modernization or other project(s) for which the school district is requesting state funding, at all school sites district-wide if such needs have not yet been met

### **Students and Student Success**

**Goal: Utilize information provided by assessment data to identify the gap in achievement between various student populations to determine an appropriate course of action for teaching and learning**

**Goal: Expand options for Career-Technical education pathways for students in all secondary schools, including the continuation high school and adult school**

➤ **Objectives**

- Work with the Regional Occupational Program (ROP) to expand the options in Career-Technical education for all secondary students
- Continue collaboration with West Los Angeles College

**Goal: Implement the Response to Invention (RtI) model at every school site**

➤ **Objective**

- Continue to refine RtI models at all school sites to meet the needs of all students

**Goal: Implement 21<sup>st</sup> Century Student Outcomes and Support Systems to ensure that all students are competitive in a Global Economy**

**Goal: Continue to Promote Positive Student Behavior**

➤ **Objectives**

- Implement Olweus Anti-Bullying Program at all elementary schools and the middle school
- Explore reinstating Community Day School

## Learning/Academics

**Goal: Continue to strengthen the English Language Learner programs using the dynamics of the cohort system (parents, students and teachers), and focus on English Language Learner pedagogies and methodologies**

**Goal: Continue to provide professional development for faculty and staff such as data analysis, including disaggregating data, Galileo benchmark assessments (Grades 1-11), differentiated instruction, small group reading instruction and cognitively guided instruction in math, intervention programs, and the utilization of grade level pacing guides that address standards-based instruction**

**Goal: Prepare students for college and career readiness through 21<sup>st</sup> Century Teaching and Learning**

➤ **Objectives**

- Focus on Common Core Standards
- Ensure that students are proficient in 21<sup>st</sup> Century Technology

**Goal: Continue to actively promote and support Environmental Sustainability**

## Staff/Personnel Quality

**Goal: Acknowledge and recognize, annually, faculty, staff and administrators who have demonstrated their commitment to the welfare of our District and students**

**Goal: Continue to support and reinforce the expertise of faculty, staff and administration**

**Goal: Provide professional development to all staff to address 21<sup>st</sup> Century teaching and learning strategies and skills**

## Community Relationships/Partnerships

**Goal: Continue to strengthen the Board's relationship with the City Council which will allow both bodies to work collaboratively on shared/mutual interests**

➤ **Objective**

- City/Board liaison meetings will be held quarterly

**Goal: Expand relationships with Culver City Businesses, community colleges and the Art Community, to create innovative programs and opportunities for students who want to pursue vocational/workforce training**

**System (Institutional) Effectiveness**

**Goal: The Board's Annual Goals and Objectives go into effect (operative) at the beginning of each fiscal year, in July**

**Implementation**

- April: Board drafts Annual Board Goals and Objectives for the next (subsequent) fiscal year
- May: Board approves its Annual Goals and Objectives for the next (subsequent) fiscal year
- June: Board report regarding the progress of the Board's current year's Goals and Objectives
- July: The Board's annual Goals and Objectives for the new fiscal year are operative



**BOARD REPORT**

6/12/12  
14.1b

**14.1b Waiver of Board Bylaw 9320, Meetings and Schedule of Proposed Meeting Dates**

Board Bylaw 9320 states that the Board of Education shall hold two public board meetings each month unless a change in the schedule is stipulated at a regularly scheduled Board Meeting.

It is the intent of the Board of Education to cancel the public meetings scheduled for August 14, 2012; August 28, 2012; November 27, 2012; December 25, 2012; January 8, 2013; and April 9, 2013. Accordingly, the Board of Education must take action to waive its rules in order to cancel its regularly scheduled public Board meeting on August 14, 2012; August 28, 2012; November 27, 2012; December 25, 2012; and January 8, 2012. The proposed schedule of meetings for 2012/2013 is attached.

**RECOMMENDED MOTION:** That the Board of Education waive Bylaws of the Board 9320, Meetings, for the purpose of cancelling the regularly scheduled meetings of August 14, 2012; August 28, 2012; November 27, 2012; December 25, 2012; January 8, 2013 and April 9, 2013.

Moved by:

Seconded by:

Vote:

# BOARD OF EDUCATION MEETING SCHEDULE 2012-2013

Culver City Unified School District meetings are regularly scheduled for the second and fourth Tuesdays of every month. The first meeting of the month is held at the District Office, and the second meeting of the month is held at City Hall in the Mike Balkman Chambers.

Visit the Culver City Unified School District Website at [www.ccusd.org](http://www.ccusd.org)

July 10, 2012

July 24, 2012

**August 14 and 28, 2012 - CANCELLED**

September 11, 2012

September 25, 2012

October 9, 2012

October 23, 2012

November 13, 2012

**November 27, 2012 - CANCELLED**

December 11, 2012

**December 25, 2012 - CANCELLED**

**January 8, 2013 - CANCELLED**

January 22, 2013

February 12, 2013

February 26, 2013

March 12, 2013

March 26, 2013

**April 9, 2013 - CANCELLED**

April 23, 2013

May 14, 2013

May 28, 2013

June 11, 2013

June 25, 2013

**BOARD REPORT**

**6/12/12  
14.2a**

**14.2a Approval is Recommended for the Reinstatement of Pupil Services Case #01-10-11 to Attend Public School**

The Superintendent is recommending to the Board of Education that Case #01-10-11 be reinstated to attend public school.

Each student is required to complete his/her rehabilitation plan. Plans specify details for attendance, academic progress, counseling and appropriate behavior. This student has met or exceeded the conditions for reinstatement to attend public school.

RECOMMENDED MOTION:

That the Board approves the reinstatement of Case #01-10-11 and that the pupil attend public school.

Moved by:

Seconded by:

Vote:

**BOARD REPORT**

6/12/12

14.2b

14.2b

**Approval is Recommended for Three New CCHS Courses – Japanese II Immersion; ROP U.C. Film and Video Production 1; and ROP U.C. Media Design & Development**

Culver City High School requests approval for three new classes – Japanese II Immersion; ROP U.C. Film and Video Production 1; and ROP U.C. Media Design & Development.

RECOMMENDED MOTION:

That the Board approve Three New CCHS Courses – Japanese II Immersion; ROP U.C. Film and Video Production 1; and ROP U.C. Media Design & Development.

Moved by:

Seconded by:

Vote:

**Culver City Unified School District**

**Course Outline**

**Culver City High School Foreign Language Department**

<b>Course Title:</b>	Japanese Immersion 2
<b>Length of Course:</b>	One year
<b>Grade Level:</b>	9th, and 10th
<b>Prerequisite:</b>	Continued in Japanese Language/ Immersion Course in 6th, 7th, and 8th grade OR Immersion 1 at the High School with a passing grade, OR native or near-native like proficiency in Japanese

**Course Description**

This course will continue to improve proficiency in students' Japanese speaking, listening, reading, and writing modalities with the goal of partial to full-control in Intermediate-Mid (IM) level on the ACTFL Proficiency Guidelines, which correlates to Stage 2: Created Levels of the California World Language Standards. Students will explore the Big Idea of "Assimilation and Competition" through the study of modern Japan and its pop culture (animation, technology, and fashion). This course will be taught completely in the target language and the will use content-based instruction and SDAIE (Specifically Designed Academic Instruction in English) methodology to make the content accessible to the L2 learners. By using these methodologies, students will have an opportunity to acquire the target language and develop more cognitively functional language skills, including but not limited to comparing phenomena, explaining cause and effect, and expressing opinions in a meaningful context, and gain a deeper understanding of historical issues through Japan's relation with the U.S.

**Course Outline:**

**I. Alignment of Course Content with California World Language Standards**

**Content**

**C 3.0** Students acquire information, recognize distinctive viewpoints, and further their knowledge of other disciplines.

**C 3.1** Students address concrete and factual topics related to the immediate and external environment, including:

- Social norms
- Media, Internet, television, radio, film
- Curricular and extracurricular subjects
- Significant historical events
- Effects of technology on the modern world

## Japanese Immersion 2 Course Description

### Communication

- B. 2.0 Students use **created language** (sentences and strings of sentences).
- C. 3.0 Students (will begin go to) use **planned language** (paragraphs).
- B. 2.1 Engage in oral and written conversations.
- B.3.2/ C.3.2 Interpret written, or spoken language.
- B. 2.3 Present to an audience of listeners or readers.

### Functions

- B.2.4 Students initiate, participate in, and close a conversation, ask and answer questions.
- C. 3.4 Students describe, narrate, explain, and state an opinion.
- B.2.5 Students demonstrate understanding of the general meaning, and key ideas, and some details in authentic texts.
- B.2.6/ C.3.6 Students produce and present a written, oral, or signed (ASL) product in a culturally authentic way.

### Cultures

- C 2.0 Students determine appropriate responses to situations with complications.
- C 1.1 Students associate products, practices and perspectives with the target language.
- C 1.2 Students recognize similarities and differences within the target cultures and among students' own cultures.
- C. 2.3 Student state reasons for cultural borrowings
- C. 3.3 Describe how products and practices change when cultures come in contact.

## II. Materials and Textbook

No Textbook for this course. Primarily Supplemental Text (teacher created text and authentic online materials)

## III. Course Goals

- A. Communicate proficiently orally and in written form in Japanese at an Intermediate level as identified by the ACTFL Guidelines and/ or Stage 2: Created Levels of the California World Language Standards.
- B. Utilize the knowledge and understanding of the Japanese culture in appropriate contexts.
- C. Connect with other disciplines and apply relevant information.
- D. Analyze one's own language and culture critically.

#### IV. Course Objectives

##### Fall Semester

1. Content Objective: Students will explore the Big Idea of “Modernization and Competition” through the topic of Japan’s pop culture. (Pop Culture is defined as elements of modern Japan such as anime, gaming, fashion, and the arts). Students will engage in discussions around the essential questions:
  - What is Pop Culture and where does it originate?
  - How does Pop Culture impact Japan and the global community?
2. Language Objective: Students will work towards using the grammatical forms below within compound and complex sentence structures to explain the origins and impacts of pop culture on the global community.
  - Combined Verbs: 作る+上げる=一から一を作り上げる。
  - Expressing Relation: 一の影響を受けて、影響されて、一は一に影響があります、一に関係があります
  - Describing a Cause一によって
  - Expressions of Comparison: AとBを比べると、比較すると。AはBに比べて、です。
  - Passives: 発売された
  - Expressing Assumption: ではないでしょうか、ではないかと思います
  - Nominalizer: 一こと、一の
  - To Do Things like Such and Such: 一たり一たり
  - Admonishment and Prohibition: 一しなくてはならなかった・しなくてはいけなかった

##### Spring Semester

1. Content Objective: Students will continue to explore the Big Idea of “Modernization and Competition” through the topic of technology. Students will engage in discussions around the essential questions:
  - How has technological advancements impacted the culture of Japan?
  - How do technological advancements remain competitive in the modern world?
  - How does technology evolve in the global market?
2. Language Objective: Students will work towards using the grammatical forms below within compound and complex sentence structures.
  - Wanting to have something done: 一てほしい
  - Causatives:

## Japanese Immersion 2 Course Description

- Expressing Concession:—でけでなく
- Talking about Occasional Happenings: することがある
- Analogy and Exemplification
- Describing Attributes: the は—がconstruction
- Talking about Appearance: よう、そう、らしい、みたい
- Causative-Passives
- Construction Using Interrogatives
- Expressing Expectation

## V. Instructional Methods and Strategies

### Primary

- A. Content Based Instruction Strategies
- B. SIOP (Sheltered Instruction Observation Protocol)
- C. SDAIE Strategies (Specifically Designed Academic Instruction in English)

## VI. Assessment Methods and Tools

### Methods

- Quizzes and tests
- Oral presentations, skits, and speeches
- Homework and class work
- Written and oral exams
- Summative written assessment
- Collaborative Group Work

### Tools

- Quizzes and tests
- Rubrics
- Teacher observation

## VII. Assessment Criteria

- California World Language Standards
- American Council for Teaching of Foreign language- Intermediate Mid



**Implications:**Considerations:

- 1) Scheduling and programming: This course serves to provide a pathway for students who have continued with Japanese Immersion at the middle school and/or have taken Immersion 1 at the high school.
- 2) Facilities: This course will take place on the Culver City High School campus.
- 3) Equipment, materials, supplies: There is no textbook required for this course. Supplemental materials and resources including the textbook currently used in the foreign language program will support the course.
- 4) Personnel: Current Japanese teacher, Chiaki Gomyo has been creating the curriculum for the course with support from Curriculum Specialist, Mike Yamakawa and FLAP Grant coordinator, Mina Shiratori.
- 5) Other (fees): Initial fees for supplemental materials and training for the teacher is provided by the Federal Language Assistance Program (FLAP) grant.
- 6) Implementation: The course curriculum has been drafted during the 2011-2012 school year and instructional materials will be prepared during the summer of 2012 in preparation for the proceeding school year.

Prepared by: Chiaki Gomyo

Approved by: Dylan Farris, Principal

Faculty

Date

Principal

Date

Melanie DeArmond

Department Chair

Date

Ms. Eileen Carroll

Assistant Superintendent  
Educational Services

6/12/12

# *Culver City Unified School District*

## Course Proposal

Proposal For: ROP UC Film and Video Production 1

School: Culver City High School

Date: December 19, 2011

**What Is:** Describe the current condition—both the positive aspects and those needing improvement. Include descriptions about standards, materials and any other factors that influence the quality of the program as it currently exists.

The Regional Occupational Program at Culver City High School provides vocational training in several areas – sports therapy and medicine, digital photography and animation, computer applications and web design, culinary arts, automotive technology, careers in education, lifeguarding, and retail and fashion merchandising. CCHS currently provides a UC Film course. However, student learning is currently limited by the available resources. The addition of an ROP UC Film and Video Production course will expand the resources available to students, thus expanding their learning.

**What Ought To Be:** These course descriptions you are creating are extremely important to the development of curriculum in your department.

- 1) The course is intended to be: supplemental
- 2) Is the course intended for UC approval? Yes
- 3) Are there pre-requisites for this course? No

The course is intended for the following grade level(s): primarily 11 and 12, with some exceptions for 10<sup>th</sup> grade students

**Implications:** List the related expenses and provide narrative explanation where necessary. Be specific with respect to what would need to happen and by when. What resources are needed to accomplish this goal?

### Considerations

- 1) Scheduling and programming:

The class is intended to be implemented for the Fall semester of 2012. Initially, only two sections of the class will be offered, though we hope to see it expand in subsequent semesters.

- 2) Facilities, furniture, wiring, etc.

The class will be held in the new media center, which is currently being planned. The new facility will include a classroom setting fully equipped facility that is sufficiently clean, dry and dust-free for the operation of computers, cameras, and editing equipment. Equipment and supplies will be in sufficient quantities to train the number of students assigned to each instructor, plus enough flexibility classroom space for group theory lessons. This will include student desks or collapsible desks and/or tables for assigned projects, white board and adequate secured storage for equipment and materials. There will be sufficient light control with some areas

without windows to permit filming, videotaping and editing. The classroom space should be equipped with sufficient power on separate circuits to allow for simultaneous operation of activities for computers, monitors, cameras, film and video editors and lights for film and video shoots. The studio should have adequate ceiling height, and ventilation to accommodate students, stage settings, lighting, camera set-ups, and editing. This course will be taught in our current film classroom until the media lab is finished.

3) Equipment, materials, supplies:

Digital Non-linear Equipment	Editing Systems/Mixer
Video Editing Systems (mixer, titler, edit controller)	Storage Space
VCR/Monitor, DVD Player/Recorder	Computer for Instructor and Software
Access to Computers, Internet and Printer (Optional: Screenwriting Software, Storyboard Software)	Scanner (Optional)
Filters (Optional)	Tripods
Eyeball Camera (Optional)	CD Player, Amplifier, Audio Mixer
Film, Video Tapes, CD-ROMS	Quality Headphones (preferably Sound-Isolating), Microphones.
Lighting Kits	Video Camera and Batteries
Audio, Video and Computer Cables; Extension Cords, Power Bar	Computer Systems with Imaging, Multimedia Presentation
Magic Screenwriter	Gloves and Goggles
Gels, Diffusion and Reflector Materials for Lights	Gaffer Tape and Electrical Tape
Audio CD's Writable	Hard Drives, Drive Storage
Storyboard Materials	Light Bulbs

4) Personnel:

Our current film teacher, Ms. Butler, will teach these classes as part of her regular teaching assignment. Ms. Butler's salary for the ROP classes will be paid for by ROP funds.

5) Other (lab fees, contest entrance fees, etc.)

ROP funds will support this class.

6) Implementation: Describe the steps which could realistically be undertaken in view of the practicalities and constraints of time and other resources.

A teacher has been identified for the class. A textbook is not required for this class. A budget has been identified and developed for the program.

Prepared By (Name):

Kim Indelicato, Assistant Principal

Approved By:

Dylan Farris, Principal

Preparer's Signature:

*K. Indelicato*

Site Administrator's Signature:

*[Signature]*

Date:

6/12/12

Date:

6/12/12

Assistant Superintendent for Educational Services' Signature:

*Eileen Carroll*

Ms. Eileen Carroll

6/12/12

# *Culver City Unified School District*

## Course Proposal

Proposal For: ROP UC Media Design & Development

School: Culver City High School

Date: May 11, 2012

**What Is:** Describe the current condition—both the positive aspects and those needing improvement. Include descriptions about standards, materials and any other factors that influence the quality of the program as it currently exists.

The Regional Occupational Program at Culver City High School provides vocational training in several areas – sports therapy and medicine, digital photography and animation, computer applications and web design, culinary arts, automotive technology, careers in education, life guarding, and retail and fashion merchandising. The addition of the Media Design & Development class will allow students to further learn industry computer software programs including Adobe Photoshop, Adobe Illustrator, and Adobe InDesign. Through two and three dimensional design projects, students will develop problem solving skills, artistic perception, critical thinking, and self reflection. With the awareness of design solutions throughout history in various cultures students will understand the impact of the arts and design on human experience. Students will also learn methods and theory such as elements and principles of design to enhance their artistic vision and style. Art critiques and presentations will provide opportunities for students to grow as design artists. All experiences will focus on developing perception and application of art and principles of design through contemporary design applications.

**What Ought To Be:** These course descriptions you are creating are extremely important to the development of curriculum in your department.

- 1) The course is intended to be: supplemental
- 2) Is the course intended for UC approval? Yes
- 3) Are there pre-requisites for this course? No

The course is intended for the following grade level(s): primarily 11 and 12, with some exceptions for 10<sup>th</sup> grade students.

**Implications:** List the related expenses and provide narrative explanation where necessary. Be specific with respect to what would need to happen and by when. What resources are needed to accomplish this goal?

### Considerations

- 1) Scheduling and programming:

The class is intended to be implemented for the Fall semester of 2012. Based upon student interest, one or two sections of the class will be offered.

- 2) Facilities, furniture, wiring, etc.

The class will be held in the same classroom as Computer Applications and Web Design. The computers utilized by the Computer Applications and Web Design classes will also be used by the Media Design and Development class(es). The classroom is already equipped with adequate lighting and electrical outlets.

3) Equipment, materials, supplies:

Computers with Adobe Photoshop, Illustrator, InDesign, Internet, printer, word processing, web graphic, web page editor programs, scanners, fax machine and a locked cabinet would be helpful to store supplies.	

4) Personnel:

Our current Computer Applications and Web Design teacher, Mr. Hoebink, is retiring at the end of the 2011-2012 school year. When we hire an individual to fill the vacancy resulting from his retirement, we will hire one teacher who can teach all three courses; Computer Applications, Web Design, and UC Media Design & Development. The instructor's salary will be paid for by ROP funds.

5) Other (lab fees, contest entrance fees, etc.)

ROP funds will support this class.

6) Implementation: Describe the steps which could realistically be undertaken in view of the practicalities and constraints of time and other resources.

A teacher will be hired for the class. A textbook is not required for this class. A budget has been identified and developed for the program.

Prepared By (Name):

Kim Indelicato, Assistant Principal

Preparer's Signature: *K. Indelicato*

Date: 6/12/12

Approved By:

Dylan Farris, Principal

Site Administrator's Signature: *Dylan Farris*

Date: 6/12/12

Assistant Superintendent for Educational Services' Signature:

*Eileen Carroll*  
Ms. Eileen Carroll

Date: 6/12/12

## BOARD REPORT

6/12/12  
14.2c

**14.2c Second Reading and Adoption of Revised Administrative Regulation and Board Policy 5131.7, Students – Weapons and Dangerous Instruments**

It is recommended practice that the Board of Education regularly review Administrative Regulations/Board Policies that are significant to the operation of the District.

A district receiving federal funds under the No Child Left Behind Act is mandated to have a policy requiring that any student who brings a firearm to school be referred to the criminal justice or juvenile delinquency system. In addition, Education Code 48902 requires the principal or designee to notify law enforcement authorities when a student possesses a firearm or explosive or sells or furnishes a firearm at school.

A revised Administrative Regulation/Board Policy 5131.7, Students – Weapons and Dangerous Instruments, is being presented for a first reading, in compliance with federal and state law.

RECOMMENDED MOTION:           That the Board adopt Revised  
Administrative Regulation and Board Policy  
5131.7, Students – Weapons and Dangerous  
Instruments.

Moved by:                                Seconded by:

Vote:

WEAPONS AND DANGEROUS INSTRUMENTS

**Prohibited** Weapons and dangerous instruments include, but are not limited to:

1. Firearms: pistols, revolvers, shotguns, rifles, "zip guns," "stun guns," tasers, and any other device capable of propelling a projectile by the force of an explosion or other form of combustion.

**2. Ammunition or reloaded ammunition.**

**3** 2. Knives: any **razor blades, box cutters, ice picks**, dirks, daggers or other weapons with a fixed, sharpened blade fitted primarily for stabbing, weapons with a blade fitted primarily for stabbing, weapons with a blade longer than 3½ inches, folding knives with a blade that locks into place, and razors with an unguarded blade. (Education Code 48915)

**4** 3. Explosive and/or incendiary devices: pipe bombs, time bombs, cap guns, containers of inflammable fluids, and other hazardous devices.

**5** 4. Any instrument that expels a metallic projectile, such as a BB or a pellet, through the force of air pressure, carbon dioxide pressure, or spring action, or any spot marker gun. (~~Penal Code 626.10~~)

**6** 5. Any other dangerous device, instrument or weapon, especially those defined in Penal Code 12020, including a blackjack, slingshot, billy, nunchaku, sandclub, sandbag, metal knuckles, or any metal plate with three or more radiating points with one or more sharp edges designed for use as a weapon.

**7** 6. Any imitation firearm, defined as a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm. (~~Education Code 48900~~)

**Any employee may take any weapon or dangerous instrument from the personal possession of a student while the student is on school premises or under the authority of the District. (Education Code 49331, 49332)**

**(cf. 5145.12 – Search and Seizure)**

~~If an employee knows that a student possesses any of the above devices, he/she shall use his/her own judgment as to the dangerousness of the situation and, based upon this analysis, shall do one of the following:~~

WEAPONS AND DANGEROUS INSTRUMENTS (Continued)

**In determining whether to take possession of the weapon or dangerous instrument, the employee shall use his/her own judgment as to the dangerousness of the situation and, based upon this analysis, shall take one of the following actions:**

1. Confiscate the object and deliver it to the principal **or designee** immediately.
2. Immediately notify the principal **or designee**, who shall take appropriate action.
3. Immediately notify school security, the local law enforcement agency and the principal **or designee**.

**(cf. 0450 – Comprehensive Safety Plan)**  
**(cf. 3515.3 – District/Police Security Department)**

(cf. 4158/4258/4358 - Employee Security)

When informing the principal **or designee** about the possession or seizure of a weapon or dangerous device, the employee shall report the name(s) of persons involved, witnesses, location, and the circumstances of any **possession or** seizure.

The principal **or designee** shall report any possession of a weapon or dangerous instrument, including imitation firearm, to the student's parents/guardians by telephone or in person, and shall follow this notification with a letter.

**The employee shall retain possession of the instrument until the risk of its use as a weapon has dissipated or, upon the request of the student's parent/guardian, until the parent/guardian appears and personally takes possession. (Education Code 49331, 49332)**

Regulation		CULVER CITY UNIFIED SCHOOL DISTRICT
Adopted:	October 9, 2007	Culver City, California
<b><u>Regulation</u></b>		
<b><u>Reviewed:</u></b>	<b><u>February 28, 2012 and June 12, 2012</u></b>	



## WEAPONS AND DANGEROUS INSTRUMENTS

~~The Governing Board desires students and staff to be free from the fear and danger presented by firearms and other weapons.  
(cf. 3515.3 - District Police/Security Department)~~

**The Governing Board recognizes that students and staff have the right to a safe and secure campus free from physical and psychological harm and desires to protect them from the dangers presented by firearms and other weapons.**

Possession of Weapons

The Board prohibits any person other than authorized law enforcement or security personnel from possessing weapons, imitation firearms, or dangerous instruments of any kind in school buildings, on school grounds or buses, or at a school-related or school-sponsored activity away from school, or while going to or coming from school.

**(cf. 3515.3 - District Police/Security Department)**

**(cf. 0450 - Comprehensive Safety Plan)**

**(cf. 3515.3 - District Police/Security Department)**

**(cf. 5116.1 - Intradistrict Open Enrollment)**

**(cf. 5131 - Conduct)**

**(cf. 5138 - Conflict Resolution/Peer Mediation)**

Under the power granted to the Board to maintain order and discipline in the schools and to protect the safety of students, staff and the public, any school employee is authorized to confiscate a weapon, dangerous instrument or imitation firearm from any person on school grounds.

~~(cf. 0450 - Comprehensive Safety Plan)~~

~~(cf. 4158/4258/4358 - Employee Security)~~

Students possessing or threatening others with a weapon, dangerous instrument or imitation firearm are subject to suspension and/or expulsion in accordance with law, Board policy and administrative regulations.

**(cf. 5144 - Discipline)**

**(cf. 5144.1 - Suspension and Expulsion/Due Process)**

**(cf. 5144.2 - Suspension and Expulsion/Due Process (Individuals with Disabilities))**

~~The principal or designee shall notify law enforcement authorities when any student possesses a weapon or commits any act of assault with a firearm or other weapon. 20 USC 7151, Education Code 48902, Penal Code 245, 626.9, 626.10)~~

## WEAPONS AND DANGEROUS INSTRUMENTS (Continued)

**Notification of Law Enforcement Authorities**

**The principal or designee shall notify law enforcement authorities when any student possesses a firearm, explosive, or other prohibited weapon or dangerous instrument without permission, sells or furnishes a firearm, or commits any act of assault with a firearm or other weapon. (Education Code 48902; Penal Code 245, 626.9, 626.10; 20 USC 7151)**

**(cf. 3515.2 – Disruption)**Possession of Pepper Spray

**To prevent potential misuse that may harm students or staff,** Students are prohibited from carrying tear gas or tear gas weapons such as pepper spray on campus or at school activities.

Zero Tolerance

State law requires the Superintendent or designee to immediately suspend and recommend for expulsion any student who brings a firearm to school. Unless the particular circumstances of a case indicate that the expulsion is inappropriate, the ~~d~~District shall take similar action when students knowingly bring any other weapons to school or participate in any fighting that inflicts serious bodily injury on another person.

In addition to a suspension and possible expulsion, these students shall be reported to law enforcement authorities for prosecution of Penal Code violations.

Reporting of Dangerous Objects

The Board encourages students to promptly report the presence of weapons, injurious objects or other suspicious activity to school authorities. The identity of a student who reports such activity shall remain confidential to the extent permitted by law.

(cf. 5125 – Student Records)

The Superintendent or designee shall develop strategies designed to facilitate student reporting of the presence of injurious objects on school grounds, such as tip hotlines, electronic transmissions, or other methods that preserve the student's anonymity. Incident reports and records shall not identify the student who reported the possession. **The Superintendent or designee shall also inform** ~~The strategy shall also provide a method of informing~~ staff, students and parents/guardians that students who report the presence of injurious objects on school campuses are to be protected and their identity shielded.

## WEAPONS AND DANGEROUS INSTRUMENTS (Continued)

(cf. 5138 - Conflict Resolution/Peer Mediation)

## Legal Reference:

EDUCATION CODE

35291 Governing Board to prescribe rules for discipline of the schools

48900 Grounds for suspension/expulsion

48902 Notification of law enforcement authorities

48915 Required recommended for expulsions

48916 Readmissions

49330-49335 Injurious objects

PENAL CODE

245 Assault with deadly weapon

417.4 Imitation firearm; drawing or exhibiting

626.9 Gun-Free School Zone Act of 1995

626.10 Dirks, daggers, knives, razor or stun gun; bringing or possessing in school  
or on school grounds; exception~~653k Soliciting a minor to commit certain felonies~~~~12001 Control of deadly weapons~~~~12020-12036 Unlawful carrying and possession of concealed weapons~~~~12403.7 Weapons approved for self-defense~~~~12220 Unauthorized possession of a machinegun~~~~12401 Tear gas~~~~12403.7 Weapons approved for self-defense~~~~12403.8 Minors 16 or over; tear gas and tear gas weapons~~~~12555 Imitation firearms~~UNITED STATES CODE, TITLE 20~~6301-7941 No Child Left Behind Act; especially:~~~~7151 Gun-Free Schools Act~~**653k Switchblade knife****16100-17350 Definitions****22810-23025 Tear gas weapon (pepper spray)****25200-25225 Firearms, access to children****30310 Prohibition against ammunition on school grounds****UNITED STATES CODE, TITLE 20****6301-7941 No Child Left Behind Act, especially:****7151 Gun-Free Schools Act****Management Resources:****CSBA PUBLICATIONS****Safe Schools: Strategies for Governing Boards to Ensure Student Success, Third Edition, October 2011****CALIFORNIA DEPARTMENT OF EDUCATION COMMUNICATIONS**

WEAPONS AND DANGEROUS INSTRUMENTS (Continued)

**0401.01 Protecting Student Identification in Reporting Injurious Objects**

**U.S. DEPARTMENT OF EDUCATION PUBLICATIONS**

**Guidance Concerning State and Local Responsibilities Under the Gun-Free Schools Act January 2004**

**WEB SITES**

**CSBA: [HTTP://WWW.CSBA.ORG](http://www.csba.org)**

**California Department of Education, Safe Schools: <http://www.cde.ca.gov/lr/ss>**

**National Alliance for Safe Schools: <http://www.safeschools.org>**

**National School Safety Center: <http://www.schoolsafety.us>**

**U.S. Department of Education, Office of Safe and Drug Free Schools:**

**<http://www.ed.gov/about/offices/list/osdfs>**

Policy

Adopted: February 4, 2003

Policy

CULVER CITY UNIFIED SCHOOL DISTRICT

Revised and Adopted: October 9, 2007

Culver City, California

**Policy**

**Reviewed: February 28, 2012 and June 12, 2012**

**BOARD REPORT**

6/12/12

**14.3a**

**14.3a Approval of Tier III Flexibility Transfers for 2012-2013**

Pursuant to Education Code 42605(c)(2)(A) (2009) and Education Code 42605(c)(2)(B) (2011), budget trailer bill (SBX3 4) gives local school agencies the authority to use funds received from the State for Tier III programs for any educational purpose.

The funds are included in the current budget and multiple year projections.

**RECOMMENDED MOTION:** That the Board of Education of Culver City Unified School District approve the Tier III Flexibility Transfers for 2012-2013 as outlined in the attached spreadsheet.

**Moved by:**

**Seconded by:**

**Vote:**

**Culver City Unified School District  
Categorial Flexibility Programs  
2012-2013**

Program and Flexibility	Entitlement	Budget	Flexibility Transfer to General Fund
Morgan Hart Class Size Reduction 9	\$ 139,180	\$ 139,180	\$ -
School Safety Block Grant (Carl Washington)	\$ 49,800	\$ -	\$ 49,800
Arts and Music Block Grant	\$ 94,370	\$ 65,000	\$ 29,370
CAHSEE Intervention Grant	\$ 33,730	\$ -	\$ 33,730
Supplemental School Counseling Grade 7-12	\$ 193,640	\$ 193,640	\$ -
Gifted and Talented Education (GATE)	\$ 42,720	\$ 10,000	\$ 32,720
Instructional Materials	\$ 363,870	\$ 250,000	\$ 113,870
California Peer Assistance & Review Program (PAR)	\$ 26,860	\$ -	\$ 26,860
Staff Development Administrative Training Program	\$ 24,060	\$ -	\$ 24,060
Pupil Retention Block Grant	\$ 127,620	\$ -	\$ 127,620
Professional Development Block Grant	\$ 251,130	\$ 251,130	\$ -
School Library Improvement Block Grant	\$ 552,710	\$ 461,910	\$ 90,800
Los Angeles County Regional Occupational Grant	\$ 655,660	\$ 655,660	\$ -
Adult Education	\$ 1,333,490	\$ 900,000	\$ 433,490
Deferred Maintenance	\$ 255,480	\$ 255,480	\$ -
Teacher Credentialing Block Grant	\$ 127,130	\$ 35,210	\$ 91,920
<b>Total</b>	<b>\$ 4,271,450</b>	<b>\$ 3,217,210</b>	<b>\$ 1,054,240</b>

**BOARD REPORT**

**06/12/12  
14.3b**

**14.3b Notice of Completion – Bid #192.12 District Roofing Project**

Contractor: Bligh Pacific  
11043 Forest Place  
Santa Fe Springs, CA 90670

Accepted  
as Complete: May 15, 2012

Funding Source: Deferred Maintenance, Fund 14

Purchase Order #: 58675

Original Contract  
Amount: \$153,323.00

Change Order(s): -0-

Final Contract  
Amount: \$153,323.00

**RECOMMENDED MOTION:** That the Governing Board of Culver City Unified School District accept as complete Bid #192.12 a final contract amount of \$153,323.00 payable to Bligh Pacific.

**Moved by:**

**Seconded by:**

**Vote:**

**BOARD REPORT**

**06/12/12**

**14.3c**

**14.3c Year-End Appropriation Transfers**

Under the provisions of EC 42600 and 42601, the governing board may authorize the County Superintendent of Schools to make year-end appropriation transfers as needed. Failure to make the authorization would run the risk of warrants not being processed if expenditures exceed budget categories and would result in an overdraft at the major object of expenditure level.

**RECOMMENDED MOTION:** That in accordance with Education Code Section 42600 and 42601, the County Superintendent of Schools is authorized to make appropriation transfers at the close of the school year 2011-2012 to permit payment of obligations of the District incurred during the school year as follows:

- 1<sup>st</sup> Source: Between major object of expenditures
- 2<sup>nd</sup> Source: From unappropriated balance, if any
- 3<sup>rd</sup> Source: From designated balances

**Moved by:**

**Seconded by:**

**Vote:**



**BOARD REPORT**

**6/12/12**

**14.3d**

**14.3d Approval of Contract between Culver City Unified School District and Corinne Loskot Consulting, Inc.**

The District has retained the services of Corinne Loskot Consulting, Inc. for consulting services and expertise in the area of state school facilities funding. Ms. Loskot will provide specialized consulting in facilities planning and State facilities funding for pursuit of optimal funding for modernization and/or expansion of existing school facilities.

**RECOMMENDED MOTION:** That the Board of Education approve the attached contract between Culver City Unified School District and Corinne Loskot Consulting, Inc.

**Moved by:**

**Seconded by:**

**Vote:**

## AGREEMENT FOR CONSULTING SERVICES

This agreement by and between Corinne Loskot Consulting, Inc., herein referred to as CONSULTANT, and Culver City Unified School District, herein referred to as CLIENT, shall be effective July 1, 2012. CONSULTANT and CLIENT, for the consideration hereinafter named, agree as follows:

**OBJECTIVE:** The CLIENT seeks specialized consulting in facilities planning and State facilities funding for pursuit of the optimal State funding for modernization and/or expansion of existing schools, and other work as directed by the CLIENT.

**SCOPE OF WORK:** In general, at the direction of the CLIENT, the CONSULTANT shall complete the scope of work as stated in the proposal dated, May 23, 2012.

**COMPENSATION:** The services undertaken upon this authorization shall not exceed \$20,000, inclusive of reimbursable expenses. CLIENT shall pay the CONSULTANT in accordance with the following fees for all services rendered. CLIENT shall pay the CONSULTANT the amount of \$175 per hour for services as directed with the above referenced proposal as well as any agreed upon additional services rendered, plus reimbursement for reasonable of out-of-pocket expenses, including travel for state agency meetings. CONSULTANT must obtain prior CLIENT approval for any conference attendance. The services are provided on a time and materials basis. This is not a fixed fee agreement for a specified scope of work. Monthly billings are based on the actual time and material expenses. Payment shall be made monthly. Payment of CONSULTANT'S invoice will be due upon receipt. Reimbursable expenses are those, which are reasonable and necessarily incurred by CONSULTANT in the interest of a CLIENT project, and inclusive of any authorized sub consultants. CONSULTANT shall require prior consent for travel to Sacramento.

**DURATION OF AGREEMENT:** This agreement may continue in force or as amended by mutual agreement. The hourly rate shall remain in effect through June 30, 2013.

**TERMINATION:** This agreement may be terminated by either party with seven (7) days written notice.

By executing this agreement, the parties below agree to the terms above.

Consultant Signature:  
Corinne Loskot, President  
Corinne Loskot Consulting, Inc.  
21942 Via Del Lago, Trabuco Canyon CA 92679-3437  
949.632.0055

Date: May 23, 2012

Client Signature: \_\_\_\_\_  
Mrs. Patricia Jaffe, Superintendent  
Culver City Unified School District  
4034 Irving Place  
Culver City, CA 90232

Date: \_\_\_\_\_

**BOARD REPORT**

**6/12/12  
14.3e**

**14.3e Approval of Feasibility Study for Robert Frost Auditorium Renovation**

The Board of Education previously approved the Robert Frost Auditorium renovation project under the District's capital projects. Staff is seeking approval to issue a request for proposal (RFP) to conduct a feasibility study of the auditorium to plan out the options for upgrade(s) and the estimated cost for the renovation project.

**RECOMMENDED MOTION:** That the Board of Education authorize staff to issue a request for proposal for a feasibility study of Robert Frost Auditorium.

**Moved by:**

**Seconded by:**

**Vote:**

**14.3f Approval of the 501(c)3 Organizational Bylaws for La Ballona Education Partners**

The Board of Education requires parent/community fundraising organizations to have a written statement of purpose and bylaws in order that it may function as an organization independent of the school or district. In order to fulfill the requirements of Education Code Section 51521, groups desiring to raise money to benefit a student or students at any district school shall request authorization from the Board of Education. The La Ballona Education Partners request Board of Education approval to operate as a fundraising organization. Attached as information to the Board are the bylaws of La Ballona Education Partners.

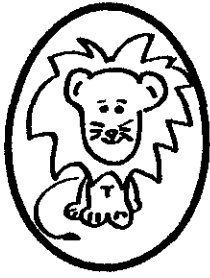
Board Policy 1230, Parent/Community Fundraising Support Organizations, outlines the procedures and information required by the Board of Education for such authorization.

**RECOMMENDATION**      That the Board of Education approve La Ballona Education Partners as a fundraising organization in accordance with Board Policy 1230.

**Moved by:**

**Seconded by:**

**Vote:**



## La Ballona Education Partners

10915 Washington Blvd.  
Culver City, CA 90230  
laballonaep@gmail.com

May 29, 2012

### Board Members

Culver City Unified School District

Karlo Silbiger, President

Katherine Paspalis, Vice President and Parliamentarian

Patricia Siever, Clerk

Nancy Goldberg

Laura Chardiet

4034 Irving Place

Culver City, CA 90232

Dear Board Members,

This letter serves as written notice pursuant to the Culver City Unified School District Administrative Regulation 1230 and Board Policy 1230 that La Ballona Education Partners (LBEP) request formal recognition by the Culver City Unified School District (CCUSD) as a School-Connected Organization. Below we have provided information regarding LBEP as required by Administrative Regulation 1230.

This letter shall also serve as a written request to the Superintendent pursuant to Section 9322(a) of the Bylaws of the Board of the CCUSD that LBEP Request for Recognition of a School-Connected Organization be placed on the agenda of June 12, 2012 School Board Meeting. This letter is submitted as the supporting documentation of the proposed agenda item.

### Information Regarding La Ballona Education Partners

1. Name of the Organization: La Ballona Education Partners
2. Date of Application: May 29, 2012
3. Membership quotas or qualifications: The members of this corporation shall consist of the parent(s) or family of, and who reside with, a child attending La Ballona Elementary School, during the then current school year on a full time basis. No membership fees or dues shall be charged.
4. Names, addresses and phone numbers of all officers:

Co- President

Heather Moses

12326 Herbert St.

Los Angeles, CA 90066

(310) 779-4912

Co-President

Isabelle Perez

2315 S. Orange Dr.

Los Angeles, CA 90016

323-965-7653

Co-Vice President  
Andrea Schrainen  
4333 Le Bourget Ave  
Culver City CA 90232  
310-617-3006

Co-Vice President  
Nancy Richards-Chand  
4623 Berryman Ave.  
Culver City CA 90230  
310-707-6354

Co-Secretary  
Heather Merritt  
3851 Huron Ave Unit A  
Culver City, CA 90232  
310.733.7694

Co-Secretary  
Torrie Ramsbottom  
6024 Buckingham Parkway, #7  
Culver City, 90230  
818-324-8225

Co-Treasurer  
Scott Kecken  
5950 Canterbury Drive, C204  
Culver City, CA 90230  
310-741-0173

Co-Treasurer  
Mohi Chand  
4623 Berryman Ave.  
Culver City CA 90230  
310-415-7440

5. Brief description of the organization's purpose: La Ballona Education Partners has been organized and formed to support La Ballona Elementary School, a public elementary school for grades K through 5 in the Culver City Unified School District (in Culver City California). The group will coordinate its operations and objectives with the school administration and PTA and will work closely with them to identify areas which may be appropriate for the groups assistance. These areas may include, but are not limited to, specialized programs, instructional support and assistance, additional instructional materials and aides, improvements to grounds, facilities and such items as deemed appropriate.
6. List of specific annual objectives: LBEP is an all volunteer organization and all activities of LBEP are conducted by the membership. Currently, we service 536 full-time students enrolled for the 2011-2012 school year. All students enrolled at La Ballona Elementary receive the benefit of services and activities performed by LBEP regardless of their parents or guardians participation in LBEP.

Fundraising is conducted throughout the school year from late August to June. We solicit donations from the membership in monthly newsletter highlighting news and activities of the school. During our first year about 20% of our income came from direct donations from parents and guardians of children in La Ballona Elementary. The majority of our fundraising income this year came from a special events held specifically for the benefit of the school. Currently, we have conducted and plan to hold annually two such events, the Fall Festival and the Jog-A-Thon.

Our coinciding purpose is to coordinate volunteer efforts for the benefit of the school. One program is to recruit and train room parents for each classroom at La Ballona Elementary. The Room Parents program plays an important role in communicating the needs and activities of each classroom and the school in general. Each room parents acts as part of the larger network to disseminate information and act as a volunteer coordinator for their assigned classroom. We also use the Room Parent program to support our efforts to schedule volunteer classroom aides.

Currently, the limited budget of La Ballona Elementary does not allow for the hiring of full-time classroom aides and the only classroom aides employed are part-time and assigned to the Kindergarten. La Ballona Education Partners Inc. (LBEP) is currently making efforts to start a Classroom Aide program as part of our support mission.

Budget cuts have also impacted arts and music programs at La Ballona Elementary. Many studies have proven the value of music and the arts in the classroom in raising academic excellence. La Ballona Educational Partners has made a commitment to annually fund a music program for every grade level, Kindergarten to 5<sup>th</sup> grade. This year, we funded a music program, the Symphonic Jazz Orchestra, for Kindergarten and first grade. We plan on continuing on working with this non-profit organization and expanding the scope and level of the Symphonic Jazz Orchestra to include Kindergarten as well as the first grade. In addition, LBEP has committed to pay the licensing fee for Math + Music, a program offered at La Ballona Elementary as part of the 2<sup>nd</sup> grade to 5<sup>th</sup> grade curriculum. Math + Music has been a very successful program at the school and has been attributed as one factor in improving standardized test scores.

As part of expanding the programs at La Ballona Elementary, LBEP has begun to offer Enrichment Classes after school in coordination with STAR. The fee schedule ranging from \$45 to \$96 and LBEP plans on offering subsidized fees for families with financial needs.

Technology in the classroom is of growing importance. Many of our students have families who cannot afford to have technology such as a computer in the household producing a phenomenon commonly called the Digital Divide. LBEP has completed a Technology Upgrade program. Currently, La Ballona Elementary does have a computer resource room with ten computers and all classrooms now have a new technology called Smart Boards or an interactive Epson Brightlink. LBEP funded the purchase of three interactive white board projectors and wrote a grant that funded the procurement of three additional projectors.

Overall, La Ballona Education Partners Inc. provides services and programs to La Ballona Elementary that would otherwise not be available. Our greatest strength is our community working in concert together; parents, teachers and administrators. Since the inception of LBEP, La Ballona Elementary has accomplished many goals and achieved measurable results including a rise in our Academic Performance Index (API ) score and being recognized as a California Distinguished School.

7. Name of the bank where LBEP account will be located and the names of those authorized to withdraw funds: Chase Bank, Treasurers Scott Kecken and Mohi Chand.

8. Signature of a site administrator who supports the request for authorization:

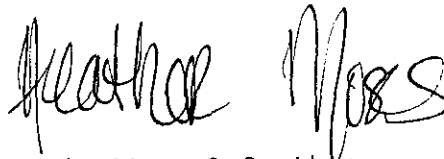
  
\_\_\_\_\_

Chris Collins, Principal, La Ballona Elementary

9. Desired use for any money remaining at the end of the year if the organization is not continued or authorized to continue in the future: Upon the dissolution of the corporation, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future Federal tax code. Any assets not so disposed shall be disposed of by a court of competent jurisdiction of the county in which the principal office of the corporation is located. Disposal shall be made exclusively for exempt or public purposes, or be made to such organization or organizations as the court shall determine to be organized exclusively for such purposes.
10. Evidence of Liability Insurance as required by law: Please see attachment.

Please let us know if you have any questions or comments regarding this application. We look forward to the opportunity to work towards our common goals of supporting and enriching the lives of students at La Ballona Elementary School. Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink that reads "Heather Moses". The signature is written in a cursive style with a large initial "H" and "M".

Heather Moses, Co-President

SK

Enclosure

cc: Chris Collins, Principal  
La Ballona Elementary School



BYLAWS OF LA BALLONA EDUCATION PARTNERS  
A California Non Profit Corporation

I. Purposes and Offices

SECTION 1.01 Principal Office

The principal office of the corporation for the transaction of its business is located in the County of Los Angeles, State of California. The Board of Directors may at any time or from time to time change the location of the principal office from one location to another in the county.

SECTION 1.02 Specific Purposes and Objectives.

The La Ballona Education Partners has been organized and formed for the used to support La Ballona Elementary School, a public elementary school for grades K through 5 in the Culver City Unified School District (in Culver City California). The group will coordinate its operations and objectives with the school administration and PTA and will work closely with them to identify areas which may be appropriate for the groups assistance. These areas may include, but are not limited to, specialized programs, instructional support and assistance, additional instructional materials and aides, improvements to grounds, facilities and such items as deemed appropriate. All funds raised by the organization and volunteer efforts of the organization will be used for the benefit of the children attending the school full time and will be applied towards the costs and expenses of achieving the objectives described above.

SECTION 1.03 Dissolution of the Corporation (adopted 12/10/2009)

Upon the dissolution of the corporation, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future Federal tax code. Any assets not so disposed shall be disposed of by a court of competent jurisdiction of the county in which the principal office of the corporation is located. Disposal shall be made exclusively for exempt or public purposes, or be made to such organization or organizations as the court shall determine to be organized exclusively for such purposes.

II. Membership

SECTION 2.01 Members

The members of this corporation shall consist of the parent(s) or family of, and who reside with, a child attending La Ballona Elementary School, during the then current school year on a full time basis. No membership fees or dues shall be charged. The secretary of this corporation shall endeavor to keep a list or record of all board. members, together with addresses and telephone numbers and made available to the corporation.

SECTION 2.02 Non - Liability Members

No member of the corporation shall be personally liable for the debts, liabilities or obligations of the corporation.

### SECTION 2.03 Rights of members.

Members shall have the following rights:

- a) Attending all meetings of the board of directors, the annual meeting and any special meetings of members called by the board.
- b) Reviewing the books, records and papers of this corporation, upon reasonable notice and during business hours, except to the extent such would be related to any legal proceedings to which the corporation in a party and confidentiality is required by the corporation's attorneys; and
- c) Any other rights conferred by law or these Bylaws.

### SECTION 2.04 Annual Members Meeting.

An annual meeting of members shall be held for purposes of organization, election of Directors and the transaction of other business.

- a) Until changed by resolution duly adopted by the Board of Directors, this annual meeting shall be held with public notice during the month of May at 6:00 pm in the La Ballona Cafeteria.
- b) All members and non member Directors or Officers shall be entitled to attend the annual meeting. Either one-third (1/3) of the members who appear on record with the secretary's membership roll or rooster, or a majority of the then constituted Board of Directors, whichever is less, shall constitute a quorum.
- c) Members shall be entitled to vote for Directors for the next fiscal year. The board shall nominate at least as many candidates as there are authorized and acting Directors, and additional nominations shall be taken from the floor at the discretion of the board.
- d) All voting, including votes from Directors, may be open or secret as the Board may determine by prior resolution or by majority vote of those attending. For any voting by secret ballot, the Directors shall establish procedures to effectuate such voting and shall appoint officers or others to conduct the vote.
- e) The Secretary or Corresponding Secretary of this corporation shall endeavor to notify members of the time and place of the annual meeting and of the names of nominated Directors as prescribed by applicable law, but a failure to comply with any notice requirements shall not affect the validity of actions taken at such meeting if Members receive actual notice thereof within a reasonable time prior to such meeting.
- f) There shall be no proxies; all votes shall be made by members in actual attendance and a majority of those present and voting on a any matter shall be sufficient to approve such matter (including the election of Directors).

### SECTION 2.05 Special Meeting of Members.

The board of Directors may call a special meeting of the members.

- a) Such meeting shall be held at the principal office of this corporation or as otherwise designated by the Board at a time and date to be fixed by the Board.
- b) The Secretary shall give such notice to all members and non member Directors and Officers of the time, date and place of the meeting and the matters to be considered.
- c) The members may at such special meeting vote to remove a Director, fill in any vacancy in the Board of Directors, or amend bylaws in accordance with such notice.

## III. Board of Directors

### SECTION 3.01 Number of Directors.

The Board of Directors shall consist of not less than three (3) nor more than eleven (11) number of Directors until changed by amendment to these bylaws. The initial number of the first Board of Directors shall be seven (7), subject to change by Board resolution.

#### SECTION 3.02 Quorum.

A majority of the authorized number of Directors, under section 3.01, shall constitute a quorum for the transaction of business, except to adjourn as provided in Section 3.13. A meeting at which a quorum is initially present may continue to transact business notwithstanding the withdrawal of Directors, if any action taken is approved by at least a majority of the required quorum for such a meeting.

#### SECTION 3.03 Powers of Directors.

Subject to the Articles of Incorporation, other sections of these bylaws and the California Nonprofit Corporation Law, the activities and affairs of this corporation shall be conducted and all corporate powers of this corporation shall be exercised by and under the Director of the Board of Directors. The Board of Directors may delegate the management of the activities of this corporation to any person or persons, management company or committee however composed, provided that the activities and affairs of this corporation shall be exercised under the ultimate direction of the Board of Directors. The Board of Directors shall have the following powers:

- a) To select and remove all Officers, agents and employees of this corporation, prescribe such powers and duties for them as shall not be inconsistent with law, the Articles of Incorporation, or these bylaws.
- b) To conduct, manage and control the affairs and activities of this corporation, and to make rules and regulations not inconsistent with law, the Articles of Incorporation, or these bylaws.
- c) To exercise all other powers which a Board of Directors may by law exercise, limited only to the provisions of law, the Articles of Incorporation, and these bylaws.

#### SECTION 3.04 Election and terms of Office.

Except for the terms of the Initial Directors, the term of office for each Director of this corporation shall be one (1) year. Except as otherwise provided in this article, each Director shall hold office until the expiration of his or her term and until his or her successor is nominated, elected or qualified. The successor for any director shall be elected at the annual meeting of Directors. A director may succeed himself or herself in office. All terms of directors shall run concurrently and shall not be staggered. The terms shall not exceed three concurrent terms. By majority vote, the Directors may elect a Chairman to preside over Board meetings and a Secretary to record minutes thereof.

#### SECTION 3.05 Qualifications of Directors.

Officers of the corporation shall be members who are over the age of twenty-one (21) years, and citizens and residents of this state. The President, Executive Vice President, Vice President/Parliamentarian, Secretary and Treasurer shall be elected at the May membership meeting as provided in Section 2.04. Each officer shall hold office until his successors shall have been elected and qualified, or until his removal, death or resignation. The Board of Directors may appoint such other officers and agents referred to in Section 3.03 hereof at any time and from time to time, and all such officers or agents shall hold their office at the pleasure of the Board and shall be subject to removal by the Board at any time.

#### SECTION 3.06 Conducting of Meetings

Meetings of members shall be presided over by the President of the corporation or, in his absence, by the Executive Vice President or in the absence of both, by a chairman chosen by a majority of

the members present. The Secretary of the corporation shall act as Secretary of all meetings of members, provided that in his absence the presiding officer shall appoint another person to act as Secretary of the meeting.

#### SECTION 3.07 Removal and Resignation

Any officer may be removed, either with or without cause, by a majority of the Directors at the time in office, at any regular or special meeting of the Board, and such officer shall be removed should he cease to be qualified for the office as herein required. Any officer may resign at any time by giving written notice to the Board of Directors or to the President or Secretary of the corporation. Any such resignation shall take effect if the date of the receipt of such notice or at any time specified therein, and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

#### SECTION 3.08 Vacancies

Any vacancies caused by the death, resignation, removal, disqualification, or otherwise, of any officer shall be filled by the Board of Directors for the unexpired portion of the term. Vacancies occurring in offices of officers appointed at the discretion of the Board may or may not be filled as the Board shall determine.

#### SECTION 3.09 Adjournment

A majority of the Directors present, whether or not a quorum is present, may adjourn any meeting to another time and place.

#### SECTION 3.10 Meeting by Conference Telephone.

Members of the Board of Directors may participate in a meeting through use of conference telephone or similar communications equipment, so long as all members participating in such meeting can hear one another. Participation in an electronic or telephone meeting constitutes presence in person at such meeting.

#### SECTION 3.11 Action Without a Meeting.

Any action required or permitted to be taken by the Board of Directors may be taken without a meeting if all members of the Board, not including any "Interested Director" as defined in Section 5233 of the California Nonprofit Corporation Law, shall individually or collectively consent in writing to action. Such written consent or consent shall be filed with the minutes of the proceedings of the Board.

#### SECTION 3.12 Right of Inspection.

Every Director shall have the absolute right at any reasonable time to inspect and copy all books, records and documents of every kind and to inspect the physical properties of the corporation.

#### SECTION 3.13 Place of Meetings

Meetings of the Directors shall be held at such places in the County of Los Angeles, State of California, or elsewhere, as may be designated from time to time by the Board of Directors.

#### SECTION 3.14 Regular Meetings

Regular meetings of the Board of Directors shall be held at such time and such place as shall be prescribed from time to time by resolution of the Board.

#### SECTION 3.15 Special Meetings

A special meeting of the Board of Directors shall be held whenever called by the President, or if he is absent or unable to act, by the Vice President, or by any four (4) Directors.

#### SECTION 3.16 Notice

Notice of the time and place of a special meeting shall be given to each Director.

#### SECTION 3.17 Committees.

The Board of Directors may, by resolution adopted by a majority of the number of Directors then in office, provided that a quorum is present, create one or more committees; each consisting of one (1) or more Directors, and delegate to such committees any of the authority of the Board, except with respect to:

- a) Approval of any action for which the California Nonprofit Corporation Law also requires approval of the members or approval of a majority of all members.
- b) Filling of vacancies on the Board of any committee.
- c) Amendment or repeal of these bylaws or the adoption of any new bylaws.
- d) Amendment or repeal of any resolution of the Board which by its express terms is not so amenable or repealable.

#### SECTION 3.18 Compensation

The Board of Directors and all officers of this corporation shall serve without compensation.

### IV. Directors

#### SECTION 4.01 Officers

The officers of this corporation shall be a President, Vice President, Secretary and Treasurer. The corporation may also have, at the discretion of the board, one or more Vice Presidents, one or more Assistant Secretaries and one or more Treasurers and such other officers as may be designated by the board and elected in accordance with section 4.02. Any number of offices may be held by the same person, except that neither the Secretary nor the Treasurer may serve concurrently as the President.

#### SECTION 4.02 Election

Directors shall be corporation members who are over the age of twenty-one (21) years and citizens and residents of this state. The officers and Directors shall be elected at the May general membership meeting by a majority vote of the attending and voting regular members. The Executive Committee shall make nominations. Nominations may also be made from the floor at the meeting for the elections. No person shall be submitted to the membership as a candidate for any office without that person's consent. Directors and officers are to serve until the end of the fiscal year or until a successor is elected and qualified.

#### SECTION 4.03 Removal and Resignation.

Any officer may be removed, either with or without cause, by a majority of the Directors at the time in office, at any regular or special meeting of the Board, and such officer shall be removed should he cease to be qualified for the office as herein required.

Any officer may resign at any time by giving written notice to the Board of Directors or to the President or Secretary of the corporation. Any such resignation shall take effect if the date of the receipt of such notice or at any time specified therein, and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it

effective.

#### SECTION 4.04 Vacancies.

Vacancies shall be filled by appointment by the members of the Board for the duration of the term.

#### SECTION 4.05 Non-Liability of Directors

The Directors shall not be personally liable for the debts, liabilities or other obligations of the corporation.

#### SECTION 4.06 Powers

The directors shall exercise the powers of the corporation, control its property, and conduct its affairs, except as otherwise provided by law, by the Articles of Incorporation, or by these Bylaws.

#### SECTION 4.07 Duties of President

The President shall be the representative of the Board of Directors. He/She shall have general control and management of the affairs, property and business of this corporation, subject to the control of the Board of Directors and the provisions of these Bylaws. He/She shall preside at all meetings of the members and of the Board of Directors. He/She shall perform all duties incident to the office of President and such other duties as may from time to time be assigned to him by the Board of Directors. He/She shall appoint the chairman and members of all committees and shall have the power to remove any chairman or member there from at his pleasure. He shall, whenever it may be necessary in his opinion, prescribe the duties of officers and employees of this corporation whose duties are not otherwise defined in these Bylaws or by the Board pursuant to the authority contained in these Bylaws.

#### SECTION 4.08 Duties of Vice President

The Executive Vice President shall assume the duties and powers of President in the President's absence or disability to act and shall perform such other duties and possess such other powers as shall be prescribed and conferred by the Board of Directors or by the President.

#### SECTION 4.09 Duties of Secretary

The Secretary shall:

- a. Keep at the principal office of the corporation the original or a copy of these Bylaws as amended or otherwise altered to date.
- b. Keep at the principal office of the corporation or at such other place as the Board of Directors may order, a Book of Minutes of all meetings of the Directors and members, recording herein the time and place of holding, whether regular or special, and of special, how authorized, notice thereof given, the names of those present at meetings of Directors, the number of members present at meetings of members, and the proceedings thereof.
- c. See that all notices are duly given in accordance with the provisions of these Bylaws or as required by law.
- d. Be the custodian of the records of the corporation.
- e. Keep at the principal office of this corporation membership book containing the name and address of each member, and in any case where membership has been terminated, record such fact in the book together with the date on which the membership ceased.

f. Keep accurate minutes of the proceedings of the general membership, executive committee and Board of Directors meetings and in general perform all duties incident to the office of Secretary and such other duties as may be required by law, by the Articles of Incorporation in this corporation, and by these Bylaws, which may be assigned to him from time to time by the Board of Directors.

#### SECTION 4.10 Duties of Treasurer

a. The treasurer shall receive funds paid to the organization and shall deposit the same in the official depositories designated by the Board of Directors. The Treasurer shall disburse the funds in the manner budgeted or authorized by the Board of Directors. All disbursement shall be made by check, which shall show the payee, items of services rendered or goods purchased, and the amount of payment. All checks shall require two signatures, both of which shall be Committee members. Normally the President and the Treasurer will sign all checks, but others may be authorized to sign.

### V. Indemnification

#### SECTION 5.01 Statutory Indemnity.

This corporation shall and hereby does indemnify its Directors, Officers and employees to the fullest extent permitted by the California Nonprofit Corporation Law, including without limitation, the provision of section 5238 of the California Corporations Code which are incorporated into these bylaws.

### VI. Amendment

These Bylaws may be altered, amended, repealed by a majority of members present in person at any meeting of members present in person at any meeting of members at which a quorum is present.

### VII. Corporate Obligations and Actions

#### SECTION 7.01 Minutes of Meetings

The corporation shall keep as its principal office, or at such other place as the Board of Directors may order, a Book of minutes of all meetings of Directors and of all meetings of members with the time and place of holding, whether regular or special, and if special, how authorized, the notice given, the names of those present at meetings of directors, the number of members present at meetings of members, and the proceedings thereof.

#### SECTION 7.02 Book of Account

The Corporation shall keep and maintain adequate and correct accounts of its properties and business transactions, including accounts of its assets, liabilities, receipts, disbursements, gains and losses.

#### SECTION 7.03 Records Available to Assessor

Under request of an assessor, the corporation shall make available at its principal office in California or at a place mutually acceptable to the assessor and to the corporation a true copy of business records relevant to the amount, cost and value of property, subject to local assessment, which it owns, claims, possesses or controls within the country.

#### SECTION 7.04 Annual Report

At the end of each fiscal year, the outgoing Board of Directors shall prepare and publish, or

cause to be prepared and published, an annual report of receipts and disbursements of the corporation, and shall determine the form in detail in which the report shall be made. The President shall present the annual report at the Annual meeting.

#### VIII

##### SECTION 8.01 Fiscal Year

The fiscal year of the Corporation shall be from July 1 to June 30.

#### IX. Bylaws

##### SECTION 9.01 Effective Date

These Bylaws shall become effective immediately upon adoption. Amendments to these Bylaws shall become effective immediately upon their adoption unless the Board of Directors or members of the Corporation in adopting them provided that they are to become effective at a later date.

##### SECTION 9.02 Amendment

These Bylaws may be altered, amended, repealed by a majority of members present in person at any meeting of members present in person at any meeting of members at which a quorum is present.

I hereby certify that I am duly elected and acting Secretary of LA BALLONA EDUCATION PARTNERS, a California non-profit Public Benefit Corporation, and that the foregoing Bylaws comprising of twelve (12) pages, constitute the Bylaws of said corporation as duly adopted at a meeting of the Board of Directors thereof held on September 2009.

IN WITNESS WHEREOF, I have hereunto subscribed my name

\_\_\_\_\_  
Carrie Tokunaga, Recording Secretary

\_\_\_\_\_  
(date)

Attached hereto is a complete and correct copy of the Bylaws of such corporation, adopted as of September 2009.



**SCHOOL SUPPORT GROUP/NONPROFIT ORGANIZATION  
DIRECTORS & OFFICERS LIABILITY INSURANCE POLICY**

**MEMORANDUM OF INSURANCE**

<b>Master Policy Number:</b> NDF57696841	<b>Memorandum Number:</b> NPODO0022140
<b>Issuing Company:</b> Fireman's Fund Insurance Company 777 San Marin Drive Novato, California 94998-2000 Nationwide Claims: 1-800-567-2685	<b>National Program Administrator:</b> R.V. Nuccio & Associates Insurance Brokers, Inc. 10148 Riverside Drive Toluca Lake, CA 91602 Nationwide: 1-800-567-2685

**01. MEMORANDUM HOLDER NAME AND ADDRESS (MEMORANDUM HOLDER MEANS NAMED INSURED)**

- a. Memorandum Holder: La Ballona Education Partners  
b. Street Address: 10915 Washington Blvd.  
c. City: Culver City  
d. State: CA  
e. Zip Code: 90230

**02. MEMORANDUM HOLDER MAILING ADDRESS (IF DIFFERENT THAN ABOVE)**

- a. Street Address:  
b. City:  
c. State:  
d. Zip Code:

**03. COVERAGE PERIOD**

Inception Date 6/7/2012 12:01A.M. to Expiration Date 6/7/2013 12:01A.M. Standard Time at the Named Insured's address as stated above.

**04. BUSINESS TYPE**

PTA     PTO     Booster Club     Educational Foundation     Nonprofit Organization

<b>05. COVERAGE</b>	<b>LIMIT OF INSURANCE</b>	<b>RETENTION</b>	<b>PREMIUM</b>
a. <b>DIRECTORS &amp; OFFICERS LIABILITY</b>			\$ 24.75
01. Each Occurrence	\$ 1,000,000	\$ 250	
02. Annual Aggregate	\$ 1,000,000	\$	
b. <b>EMPLOYMENT PRACTICES LIABILITY</b>	\$	\$ 250	
		State Guarantee Fund	\$ 0.00
<b>06. TOTAL PREMIUM Due At Inception</b>			\$ 24.75

**07. FORMS AND ENDORSEMENTS ATTACHED AT INCEPTION**

Date Issued: 06/06/2012  
Form Number: NPOUWS001

By

*Robert V. Nuccio*

Robert V. Nuccio

3/20/2008

NPOUWS001

© Copyright 2008. All rights reserved. R.V. Nuccio & Associates Insurance Brokers, Inc. 818-980-1413.

<b>ACORD CERTIFICATE OF LIABILITY INSURANCE</b>		DATE (MM/DD/YYYY) 06/06/2012
<b>PRODUCER</b> R.V. Nuccio & Associates, Inc. 10148 Riverside Drive Toluca Lake, CA 91602	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
<b>INSURED</b> La Ballona Education Partners 10915 Washington Blvd. Culver City, CA 90230	<b>INSURERS AFFORDING COVERAGE</b> INSURER A: Firemans Fund Insurance Company INSURER B: AIG Group Insurance Trust INSURER C: INSURER D: INSURER E:	<b>NAIC #</b> 21873

**COVERAGES**  
 THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	<input checked="" type="checkbox"/>	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	MXG 07326202 SSG044503	6/7/2012	6/7/2013	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPOP AGG \$ 2,000,000
		<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
		<b>EXCESS/UMBRELLA LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE  DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$
		<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B		<b>OTHER</b>	NDF57898841	6/7/2012	6/7/2013	\$ 1,000,000
C		<b>AD&amp;D Medical Plus</b>	SRG0009116292	6/7/2012	6/7/2013	\$ 10,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

<b>CERTIFICATE HOLDER</b>  	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE Robert V. Nuccio
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**BOARD REPORT**

**15.1 Proposal from Ultimate Resources**

The Board will discuss a request received by the District from the CEO OF Ultimate Resources, Inc. Patrick Killian, where he is requesting that the District become a granting school district for his six charter school locations in Long Beach.

**BOARD REPORT**

**15.2 Discussion Regarding the Budget**

The Board will have a discussion regarding the possibility of future budget items.